

Internal Rules of Operation of G.S.B.V.

Tweeslag *applicable as of*
25 February 2021





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Chapter 1. Definitions

Article 1

In these Internal Rules of Operation the following terms are understood to mean:

the association: Groninger Studenten Beachvolleybal Vereniging Tweeslag situated in Groningen;

the Statutes: the Statutes of the association, established by a notarial deed on the nineteenth day of May two thousand and four, by Mr Herman Johannes Holland, a notary practising in the municipality of Noordenveld (as last amended by a notarial deed on by notary.....in.....);

the board: the board of the association;

the training season: a period in which indoor or outdoor practices take place and in which members participate in practices of one or more training groups;

the winter season: the training season running from 1 October to 1 May;

summer1: the training season running from 1 March to 1 August;

summer2: the training season running from 1 May to 1 September;

late summer: the training season running from 1 September to 1 November, in which non-members are also allowed to participate in practices, matches and activities of the association;

the contribution: levied charges, comprising the basic contribution and possibly supplemented with a contribution for one or multiple training seasons and possibly supplemented by a selection package;

the basic contribution: annual contribution which is levied on all dues-paying members for the fiscal year.

Chapter 2. General provisions

Article 2

- 2.1 The association shall be called: "Groninger Studenten Beachvolleybal Vereniging Tweeslag" and shall be located in Groningen.
- 2.2 The association is effective, as of 19 May 2004, for an indefinite period and shall aim to practice and promote the sport of beach volleyball. It shall intend to reach this objective by legal means and by organising practices and meetings, by participating in matches and by other lawful means that may be conducive to this objective.

Article 3 Association colours and logo

- 3.1 The association colours are light blue (colour code #099fc4) (PMS 2925 C) and dark blue (colour code #0d0058) (PMS Reflex Blue C). The association logo is appended to this document.

Article 4 Fiscal year

- 4.1 The fiscal year shall run from the first of September until the thirty-first of August of the following calendar year.

Chapter 3. Members

Article 5

- 5.1 The members of the association shall be distinguished into:
 - a. ordinary members,
 - b. honorary members,

- c. donors, and
 - d. association members.
- 5.2 Ordinary members shall be those who adhere to the following cumulative conditions:
 - a. They are participants of the A.C.L.O. and/or are recognised by the A.C.L.O. as a member of G.S.B.V. Tweeslag;
 - b. They register at the secretariat of the association by reporting to the secretary of the board;
 - c. They pay the contribution for which the amount shall be determined annually during the first general meeting of members unless an exemption from payment has been granted by the board.

They shall not have to pay contribution or other charges, except the fines imposed on them.
- 5.3 Honorary members shall be those who adhere to the following conditions:
 - a. They have done exceptionally creditable work for the association, and
 - b. They have been appointed on a proposal of a minimum of five (5) ordinary members by means of a notification by the board that an honorary member shall be nominated for appointment on the agenda of the thereupon following general meeting of members and after approval of at least 3/4 of those members present at the general meeting of members in question.
- 5.4 Donors shall be those who fiscally support the association on an annual basis but who are not a member as stipulated in Article 5(1)(a) and (b).
- 5.5 Association members shall be those who have been a practising member and those who do creditable work for the association but are not a member as stipulated in Article 5(1)(a), (b) and (c).

Article 6 Dispensation

- 6.1 The board shall grant a dispensation to those who have submitted a written request to this end and who, according to them, are eligible for the dispensation, such as determined by the A.C.L.O. and comply with the objectives of the association.
- 6.2 Beside the non-members that apply for dispensation, members also have the right to nominate a non-member for dispensation. The board reserves the right to derogate from a nominated request for dispensation if substantiated.
- 6.3 When considering the application, advice shall be obtained from the technical committee with regards to the beach volleyball skill level of the non-member, provided that determination of the skill level is of relevance in order to reach a proper substantiation.

Article 7

- 7.1 All those who can adhere to the conditions stipulated in Article 5 shall be able to become a member. By becoming a member, one declares to agree with the objectives of the association, its Statutes and regulations. In addition, one declares their willingness to fulfil the obligations ensuing from the membership.

Article 8 Introduction period

- 8.1 The training season 'Late summer' shall be the introduction period, albeit not for a duration of more than six (6) weeks.
- 8.2 In the introduction period, a trial membership may be taken out that is valid for the duration of the introduction period.

- 8.3 The contribution of the trial membership shall be determined during the first general meeting of members of the fiscal year and shall be subject to the general meeting of members of the fiscal year prior to the fiscal year for which the contribution is decided upon.
- 8.4 A trial membership shall involve the right to participate in training sessions and activities of the association.
- 8.5 All those without a membership and outside of the introduction period are allowed to participate a maximum of one (1) time in a training session of the association for which no costs shall be incurred, this applies to existing training groups, and not to open training sessions organised for interested individuals.
- 8.6 The board may refuse individuals being introduced at activities of the association.

Article 9 Start and termination membership

- 9.1 The membership shall commence when the secretariat has accepted the application for membership.
- 9.2 Applying for the membership is possible all year round against payment of the contribution, such as stipulated in Article 10 of this IRO.
- 9.3 The membership shall be continued unless terminated at the latest by one (1) month before the last day of the fiscal year or, where applicable, of the fiscal half-year.
- 9.4 All membership of the members shall be terminated in case of death or expulsion.
- 9.5 The application for the ongoing season shall be valid only when the relevant member is not indebted to the association by an amount of more than 20 euros.
- 9.6 Upon termination of the membership, all rights pertaining to the membership shall cease to apply.

Article 10 Contribution

- 10.1 The levied contribution shall concern at least the basic contribution. It may possibly be supplemented with a contribution for one or multiple training seasons and possibly a selection package.
- 10.2 The contribution shall concern:
 - a. The entire contribution for the fiscal year, or
 - b. the entire contribution for the fiscal half-year.

Article 11 Determination contribution

- 11.1 The contribution of all ordinary members shall be determined and subject to the general meeting of members prior to the start of the fiscal year, not the first general meeting of members of the fiscal year in question.
- 11.2 The contributions, which have been determined under reservation, shall be binding in as far as they are not amended at the first general meeting of members of the fiscal year for which the contributions have been determined. The contributions which in any case shall be determined under reservation, are:

- a. the basic contribution levied over the fiscal year, and
 - b. the contribution for late summer, and
 - c. the contribution for the winter season.
- 11.3 The contribution for all ordinary members shall be determined at the first general meeting of members of the fiscal year, including the basic contribution, the contributions for the training seasons and the contribution for the selection package.

Article 12 Rights of members

- 12.1 The rights of members, such as stipulated in the Statutes, are also enumerated in this Article.
- 12.2 Ordinary members shall have the right to:
 - a. participate in practices and, if so chosen, in practice matches and regular matches;
 - b. attend meetings organised by the association;
 - c. vote on matters concerning persons and affairs;
 - d. submit written proposals and objections for current states and conditions to the board;
 - e. the right of initiative, amendment and interpellation at general meetings of members.
- 12.3 Honorary members and association members shall have the right to attend general meetings of members. They shall have no voting rights.
- 12.4 Donors shall not be entitled to attend general meetings of members nor shall they have a right to vote.

Article 13 Obligations of members

- 13.1 All members shall have the following obligations:
 - a. They shall have the obligation to notify the secretariat in writing of changes in their personal details;
 - b. They shall have the obligation to treat materials and facilities that are provided by G.S.B.V. Tweeslag with proper care;
 - c. They shall have the obligation to keep themselves properly informed on actual board announcements;
 - d. They shall have the obligation to adhere to the decisions of the general meetings of members and the penalty regulation.
- 13.2 Supplementary to Article 13(1), ordinary members shall have the following additional obligations:
 - a. They shall have the obligation to forward the number on their A.C.L.O. card to the secretariat in a timely manner;
 - b. They shall be required to fulfil their obligations relating to the payment of the contribution of the ongoing season within four (4) weeks after the commencement of that ongoing season.

Chapter 4. Board

Article 14 General

- 14.1 The direction of the association shall be the responsibility of the board, which shall comprise at least three (3) ordinary members. From among their

- number, a Chair, Secretary and Treasurer shall be appointed.
- 14.2 The board shall appoint a Vice-chair from among their number. The appointment shall be announced at the first general meeting of members of the fiscal year.

Article 15 Election

- 15.1 The members of the board shall be elected by the first general meeting of members of the fiscal year from among their number, from which moment they shall take up their duties.
- 15.2 The board shall bear the responsibility of searching for suitable candidates for the board in succession to theirs and shall commence with this no later than during summer1.
- 15.3 Competing candidates shall be those whose candidacy is submitted to the board in writing at least seven (7) days before the general meeting of members, and supplied with the signature of at least 10% of the number of ordinary members with a minimum of five (5) ordinary members, and who have declared themselves willing to accept their possible appointment.

Article 16 Representation

- 16.1 The board shall represent the association both at law and otherwise. In addition to the board, the Chair, the Secretary and the Treasurer shall, together with each other member of the board, be entitled to represent the association both at law and otherwise.
- 16.2 The members of the board shall be held accountable for their acts at the general meeting of members.
- 16.3 In the case of serious mismanagement by one or multiple board members, the general meeting of members shall be able to the revoke the directors' remuneration, the amount that all board members may use in the exercise of their duties such as determined at the first general meeting of members of the fiscal year, of the board members concerned by means of a vote.

Article 17 Management duties

- 17.1 The board shall be encumbered with, however not limited to, the following duties:
- a. The organisation of meetings and where necessary the appointment of committees from among the members;
 - b. The imposition of fines, after a prior assessment has given cause to do so;
 - c. The insurance of an as most appropriate as possible composition of training groups, in which an ordinary member may be placed in another group, and to which purpose consultation with the technical committee shall take place.

Article 18 Resignation

- 18.1 A board member shall resign at the first general meeting of members of the fiscal year following the fiscal year in which a board member has been appointed, provided that they are not reappointed.
- 18.2 Should a board member wish to relinquish their position prematurely, they shall inform the Secretary of this in writing, with the latter declaring relinquishment to the Chair. A board member shall be obliged to remain in function for thirty (30) days after the date of their relinquishment, during which period a successor shall be elected by the general meeting of members, or whereafter the vacancy shall



remain open until the next general meeting of members.

- 18.3 Should a board member not function properly in their position, they may be removed from office by the rest of the board. The board position may be appointed to another member following an agreement by the general meeting of members.

Article 19 Task division: Chair

- 19.1 The Chair shall be tasked with, however not limited to, the following:
- the issuing of meetings;
 - ensuring compliance with the Statutes and the IRO, both inside and outside the board;
 - the representation of the association at formal events;
 - the maintenance of an overview of the execution of management duties, the internal calling to account of board members as well as the insurance of good communication within the board;
 - the publication of the annual report at the first general meeting of members of the fiscal year.
- 19.2 In their absence, the Vice-chair shall enter into all their rights and obligations.

Article 20 Task division: Secretary

- 20.1 The Secretary shall be tasked with, however not limited to, the following:
- the handling of the official correspondence, which documentation they shall be obligated to keep a record of;
 - the maintenance of the archive and the member records;
 - the maintenance of the minutes of the board;
 - providing an updated copy of the Statutes and IRO, which shall be present under their supervision;
 - informing members of the decisions taken by circulating the minutes of the general meeting of members by no later than one (1) month after the general meeting of members concerned.

Article 21 Task division: Treasurer

- 21.1 The Treasurer shall be tasked with, however not limited to, the following:
- the maintenance of the finances and financial administration, which in any case shall include the collection of dues, charges and fines;
 - providing accountability at the first general meeting of members of the fiscal year of their management, whereby a report of the financial state of affairs shall be given;
 - updating the other board members, the council of sages and the audit committee of the financial state of affairs by means of sending a written financial overview on a monthly basis.

Chapter 5. Meetings

Article 22

- 22.1 A general meeting of members shall be held annually by no later than eight (8) weeks after the start of the fiscal year, during which the board shall report on the current state of affairs and operations of the association, as well as provide accountability for its management with regard to the past fiscal year.
- 22.2 Members of the past calendar year shall be entitled to vote during the first general meeting of members of the new calendar year, even if they are no longer a member in this new year, in order to be able to hold the board accountable.
- 22.3 General meetings of members shall be held, if the board deems it necessary or if 10% of the number of ordinary members, with a minimum of five (5) ordinary members request this and notify the board of this in writing along with an overview of the topics to be considered, following which the board shall be required to convene the meeting by no later than three (3) weeks. Should the board fail to do so, the appellants shall be authorised to convene the meeting themselves.
- 22.4 A notice of time and place of the general meeting of members must be sent to the members at least ten (10) days prior to the meeting along with the details of the agenda. In addition, an annual financial overview, the new budget and the minutes of the previous general meeting of members must be sent to the members in their final form at least eight (8) days prior to the meeting.
- 22.5 Matters shall be voted on verbally, while matters pertaining to persons shall be voted on using written ballots. Whether a vote concerns matters or persons shall be decided by the Chair of the meeting.
- 22.6 Voting shall occur according to an absolute majority of the votes cast unless otherwise stipulated in the Statutes. Invalid votes and blank votes shall be considered as not having been cast.
- 22.7 When voting on a decision during a general meeting of members, at least 5% of the number of members must be present with a minimum of ten (10) ordinary members, excluding the board. In the absence of a quorum, quorum requirements shall expire for the subsequent general meeting of members.
- 22.8 In the event of an equality of votes, the proposal shall be deemed rejected.
- 22.9 In the event of an equality of votes concerning a person, nominated without a competing candidate, the person shall not be deemed elected.
- 22.10 If no absolute majority is obtained in the first vote concerning persons, a second ballot shall be conducted between the two persons who gathered the highest number of votes. The person who then gathers the highest number of votes shall be elected. In the event of an equality of votes in the second ballot, the decision shall be by lot.
- If and in so far as it is unestablished which persons qualify for the second ballot because two or more persons gathered an equal number of votes, an interim vote between those who gathered equal votes shall decide by an absolute majority of votes who among them qualifies or qualify for the second ballot.
- If and in so far as it is unestablished which persons qualify for the second ballot after this interim vote because two or more persons once again gathered an equal number of votes, the decision between those who gathered equal votes shall be by lot.

Article 23 Representation at the meeting

- 23.1 The members may arrange to be represented at the meeting, provided that the Secretary is notified of this in writing prior to the meeting.
- 23.2 The proxy shall be granted all voting rights unless the proxy is explicitly limited. A member may represent a maximum of two (2) other members at the meeting.

Chapter 6. Finances

Article 24 Financial resources

- 24.1 The financial resources of the association shall comprise contributions, other charges, contributions of the members, occasional revenue, subsidies, bequests and donations. In addition, income may be generated by means of the sale of clothing and goods and from activities.

Article 25 Fiscal year

- 25.1 The fiscal year shall run from 1 September to 31 August of the following calendar year.
- 25.2 The reference date for the financial balance halfway through the fiscal year shall be on 1 February.

Article 26 Contribution payment

- 26.1 The contribution must be received no later than four (4) weeks after the start of the relevant season. Both the Treasurer and the members shall have the duty to realise this.
- 26.2 In the event that the collection of the contribution failed for any reason whatsoever, the board shall notify the member concerned of this within fourteen (14) days. From that moment on, the member shall have twenty-one (21) days to still pay their contribution.
- 26.3 The board may, but shall have no obligation to, grant a member exemption from paying (a part of) their contribution for a training season in the case of:
 - a long-lasting injury;
 - a forced relocation;
 - another reason deemed fair by the board.
- 26.4 The member that wishes to be eligible for an exemption from payment as mentioned in the previous clause, may to this purpose submit a request in writing with the Secretary of the board within four (4) weeks after the member stopped practising. After this period, the right to exemption from payment of contribution for a training season shall expire.

Article 27 Penalty regulation

- 27.1 The penalty regulation for the fiscal year shall be determined during the first general meeting of members of that fiscal year by the board.
- 27.2 If the member fails to take action, the board shall have the right to impose a fine to the member concerned and, if necessary, to start a collection procedure, the costs of which shall be fully charged to the member. The penalty regulation shall apply to all members in the case of:
 - a. late payment of contribution and other charges owed to the association,

including fines;

- b. an absent, invalid or expired membership at the A.C.L.O.;
- c. non-compliance with the decisions of the general meeting of members;
- d. non-compliance with the attendance regulation (Article 28).

27.3 The board is authorised to increase and/or repeat an imposed fine in the event that the fined member fails to pay.

Article 28 Attendance regulation

- 28.1 In the case of participation in the training seasons winter and summer¹, participation in this regulation may be made mandatory for every member. This shall entail a post-paid charge to G.S.B.V. Tweeslag which shall be collected from the member in the case of insufficient participation, meaning less than 80% attendance, in the practices.
- 28.2 These charges shall be determined at the first general meeting of members of the fiscal year.
- 28.3 There shall be valid attendance in the case that the player is present, or if another player with the same skill level joins the practice with permission from the trainer, or in the case of absence with permission from the trainer for the purpose of appropriate group size.
- 28.4 In the case of penalty payment, as referred to in Article 28(1), the association shall be responsible for sending out an invoice of this payment within four (4) weeks following the last practice of the relevant training season.
- 28.5 In the event that a member submits a request for an exemption of payment for (a part of) the contribution with the board, they may also request an exemption of payment for this penalty. The board shall reserve the right to refuse this request.
- 28.6 The trainer of the training group shall be responsible for taking account of the attendance of the players.
- 28.7 The board shall reserve the right to rely on the factual accuracy of the information such as provided by the trainer of the member with regard to the attendance of the member at practices.
- 28.8 A member may submit a written request with the board for a revision of decision to collect this penalty at the end of the training season. The board shall assess this request at their own discretion and justify their decision.

Article 29 Apportionment

- 29.1 In the case that the board deems it necessary, they may implement an apportionment among the ordinary members after approval by a general meeting of members.

Chapter 7. Administrative bodies

Article 30 Definition administrative body

- 30.1 An administrative body shall be understood to mean a committee that provides the board with advice and support.

Article 31 Council of Sages

- 31.1 The council of sages shall be the administrative body that provides the board with solicited and unsolicited advice. It shall be composed of at least three (3) members.

- 31.2 The council of sages shall be composed, upon the advice of the sitting board members, by the prospective board during the introduction period and shall be installed during the first general meeting of members. It is preferred to select members who, based on their administrative experience, personal interest and vision, are able to assist the board. It is recommended to select no more than one (1) former board member from each board year.
- 31.3 The main task of the council of sages shall be to advise the board.
- 31.4 Other tasks shall be:
 - to attend board meetings, if so desired, at which they shall act as a sounding board with regard to the functioning of the board within the association.
- 31.5 The initiative for the execution of these tasks shall be the responsibility of the board, meaning that the board shall approach the council of sages and not vice versa.
- 31.6 The recommendations of the council of sages shall not be binding. The board shall remain responsible for the decisions it takes.
- 31.7 The board shall be obligated to keep the council of sages informed of current affairs in the association by sending out the minutes of all board meetings and by providing information on other data carriers if so requested.

Article 32 Audit committee

- 32.1 The audit committee shall be the administrative body that checks the finances of the association. They shall be elected by and from among the general meeting of members by the appointment of at least two (2) members.
- 32.2 The audit committee shall be tasked with checking the treasury of the association, the accounts and other financial records at least once (1) per year, and within four (4) weeks before the first general meeting of members of the fiscal year and as often as they so wish thereafter.
- 32.3 The board shall be obliged to provide the audit committee with information that they deem necessary for the execution of its duties when requested. The Treasurer shall ensure that the accounts are updated on the day of checking.
- 32.4 The audit committee shall report on its findings in any case at the first general meeting of members.

Chapter 8. Committees

Article 33 Definition

- 33.1 A committee shall be set up at the general meeting of members to perform a certain task on behalf of the association. It shall comprise of one (1) or more members.
- 33.2 A committee ought to appoint a Chair and a Treasurer from among its members and keep minutes of its meetings which are to be made available to the board for the purpose of inspection.
- 33.3 In the event that a committee fails to appoint a Chair and a Treasurer, the board shall reserve the right to appoint a Chair and a Treasurer themselves. The board shall additionally reserve the right to suspend the committee in the case that it fails to keep minutes or fails to make its minutes available to the board for purpose of inspection.

Article 34 Committee funds

- 34.1 Committee funds shall be used only for the purpose of the work of the committee and the association.

- 34.2 In the case that the committee funds have been collected by means of sponsoring, the board shall reserve the right to allocate a part of or the entire amount of these sponsor funds for the purpose of the work of the committee and the association. All this shall evidently be discussed in good consultation with the relevant committees.

Article 35 Committee budget

- 35.1 The committees shall be able to include their anticipated expenses as part of the committee work in their budget. The budget must be approved by the board.

Article 36 Technical Committee

- 36.1 The technical committee shall support the board in ensuring an appropriate division for the training groups. They shall be elected by and from among the general meeting of members by the appointment of at least three (3) members.
- 36.2 The technical committee shall have the task to ensure the appropriate composition of the training groups.

Article 37 Board member

- 37.1 A board member shall be able to take up a position in a committee, provided that the following is taken into account:
- preferably, the board member shall not occupy the position of Chair in the committee;
 - approval of the committee budget must be the result of a majority at a board meeting. The approval of the board member who participates in the committee shall be insufficient;
 - contact between the board and the committee shall in all cases take place with the designated board member, irrespective of the presence of any other board member who is in the committee. In the event that no board member has been designated, contact will take place with the Chair.

Chapter 9. Expulsion

Article 38

- 38.1 The general meeting of members shall be allowed to expel in the widest sense any member who acts in conflict with the interests of the association.
- 38.2 In order to reach a decision to expulsion, approval by a three-fourths majority vote of the number of members with voting rights present at the general meeting of members shall be required, provided that a motivated proposal thereto is submitted in writing for the agenda of that meeting by the board or by at least 10% of the number of ordinary members with a minimum of at least five (5) ordinary members.
- 38.3 The member concerned shall be notified in writing of the expulsion, as well as the rest of the members.
- 38.4 The proposal to expulsion must be announced to the members at least ten (10) days prior to the general meeting of members.
- 38.5 Expelled members shall not be discharged of their financial obligations to the association.
- 38.6 Expelled members shall not be allowed to be introduced to meetings organised by the association.

Chapter 10. Suspension

Article 39

- 39.1 The board shall have the right to suspend a member who:
- acts in conflict with the interests of the association, in the widest sense,
 - even after reminder fails to pay their financial obligations to the association.
- 39.2 The board shall decide on the measures to be taken. The member involved shall be notified by registered letter of the suspension and the measures taken.
- 39.3 In the event of the provisions under Article 39(1)(a), the member may make an appeal at the next general meeting of members, by expressing their wish to do so to the board within four (4) weeks after the suspension. The suspension shall remain in force until the general meeting of members has decided on the appeal. The suspension shall not exempt the member from the payment of their financial obligations to the association.
- 39.4 In the event of the provisions under Article 39(1)(b), the suspension shall be lifted when the member has fulfilled all their financial obligations to the association.

Chapter 11. Amendment and dispensation IRO

Article 40 Amendment of the IRO

- 40.1 Amendment of the Internal Rules of Operation may only be dealt with in a general meeting of members, with prior notice of the amendments to be discussed. This notice ought to be announced simultaneously with the agenda. In the case that an amendment to the IRO is proposed on the initiative of the members, they must submit this proposal to the board seven (7) days prior to the general meeting of members. The board shall incorporate this proposal into an adapted agenda, which ought to be announced to the members five (5) days prior to the general meeting of members. The amendment of flaws in the style configuration or the correction of spelling and/or grammatical mistakes may be executed without prior notification at the general meeting of members.
- 40.2 In the event that a proposal is made to amend one or multiple dates in the IRO during a general meeting of members, a vote for this may take place at the general meeting of members. In contrast to the amendments that members have been notified of in advance, these spontaneous proposals shall not enter into force directly after approval. Following the general meeting of members, the members shall be notified of these points specifically and shall thereupon have seven (7) days to submit an objection against the newly approved proposal. In the event of an objection, a new general meeting of members must be convened. In the event of no objection, the approved proposal shall enter into force seven (7) days after publication of the proposal.
- 40.3 Proposals, both those published in advance as well as spontaneous, require an absolute majority of the votes cast.
- 40.4 The board shall ensure the publication of the new Internal Rules of Operation.

Article 41 Dispensation of the Internal Rules of Operation

- 41.1 Dispensation of the provisions in this IRO may be granted by a decision of a general meeting of members or in cases of extreme urgency, when no general



meeting of members can take place anymore, by the board.

Chapter 12. Final provisions

Article 42

- 42.1 This IRO is compiled with the utmost care and ought to be approached and respected as such.
- 42.2 Every member shall be expected to be aware of the provisions in this IRO.
- 42.3 In all cases not provided for in this IRO, the board shall decide. It shall also decide on the proper interpretation of the meaning of the Articles.
- 42.4 In all cases where the term "he" is used, "she" may also be read and vice versa.