CITIES NETWORK | RÉSEAU DES VILLES
EUROMED

EUROMED CITIES NETWORK INTERNAL RULE

ARTICLE 1 SUBJECT OF THE NETWORK

According to the Charter, in particular its article 1, the actors propose to develop exchange of experiences, multilateral and bilateral cooperations, especially economic and particularly Euro-Mediterranean matters related to:

- youth employment,
- the fight against climate change and its effects,
- profession relating to cities.

ARTICLE 2 LOCATION OF THE NETWORK

According to article 4 of the Charter, the permanent General Secretariat of the *Network* is located in Nice (France) and assumed by the City of Nice. Its location is City of Nice, 5 rue de l'Hôtel de Ville 06364 Nice cedex 4.

The address can be changed without formality if it remains in Nice. If it doesn't, any change of address will be decided by the General Assembly according to the conditions of article 7-1-3 of the present internal rule.

ARTICLE 3 OFFICIAL LANGUAGES OF THE NETWORK

The *Euromed Cities Network* chooses as its official languages Arabic, English, and French.

ARTICLE 4 LOGO OF THE NETWORK

The *Network* is provided with a logo and a trademark, *Euromed Cities Network*. These can be registered, in the name and on behalf of the *Network*, upon European Union and non members countries to which territories belong.

The logo and trademark could be used by all the actors, for any message, since it directly relates to *Euromed Cities Network*. No profit-seeking use of the logo and trademark is possible unless it has been allowed by the permanent General Secretariat.

ARTICLE 5 ORGANIZATION OF THE NETWORK

Article 5-1 : Actors

Members, partners and observers can belong to the *Network*.

Membership as members of the *Network* is open to cities, territories and their union which are interested in acting on the Mediterranean space, belonging or not to the European Union.

Membership as partners of the *Network* is open to bodies of human union, even if they don't have a legal status, interested in acting on the Mediterranean space.

Membership as observers of the *Network* is open to cities, territories and their union. Observer status permits attendance at meetings of the *Network* and in the short or middle term, to have the quality of member.

Article 5-2 : Membership

Any body willing to join the *Network* submits its written application to the Board (see the application form). Any application shall be approved by the Board then submitted to the members. The body will be kept abreast of the progress of its application for membership.

The Charter and the Internal Rule will be given to the applicant body which will approve them unreservedly.

Bodies fulfilling the above conditions become actors of the *Euromed Cities Network*.

Article 5-3 : Withdrawal

Any actor of the *Network*, whatever quality it has, can after a mere written announce from its representative sent to the Board, decide to withdraw from the *Network*. In case of an actor belongs to a consortium in which the Euromed Cities Network is part of, and will to withdraw, he informs the Board that will ask the Secretariat General advices for technical and financial consequences.

Article 5-4 : Exclusion

Any actor breaching the major principles which the *Network* is based on, or its rules specified in the Charter and the Internal Rule, or either probity rules, can be excluded.

The Board invites to an interview the actor against whom the exclusion process is considered. In the course of this meeting, it exposes the motives justifying the process. Once the actor involved has been heard, the Board decides what is proper to do.

The actor involved loses its quality following the decision of the Board. Then the latter formally notifies the decision to the actor.

ARTICLE 6 FEES OF THE NETWORK

The actors yearly pay some fees (see the Chart of fees).

The fees of the *Network* can evolve on decision of the General Assembly.

They are paid each year before the end of the first quarter to the City of Nice where the permanent General Secretariat is located, on a specific account held by the City of Nice on behalf of the *Network*.

Once paid, the fees can't be refunded.

ARTICLE 7 LIVELINESS OF THE NETWORK

The *Euromed Cities Network* is driven by the General Assembly, the Board and managed by the permanent General Secretariat.

Article 7-1 : General Assembly

Article 7-1-1 : Organization of the General Assembly

The General Assembly consists of all the members of the *Euromed Cities Network*. Each member chooses an incumbent and a supply representative whose identity can be changed at any time, since the permanent General Secretariat is informed. These representatives have to represent the member during meetings, participate in discussions and vote.

The General Assembly is managed by the permanent General Secretariat.

At the Board's request, the other actors may be invited to the General Assembly meetings but can't take part in the vote.

The actors participate in the activity of the *Network* by submitting new proposals to the General Assembly.

Article 7-1-2 : Role and organization of the General Assembly

The General Assembly decides on the major strategic directions of development and activity of *Euromed Cites Network*.

It elects the Chairmanship and the Presidencies of the working committees. Their numbers depend on the prior strategies chosen by its members.

All these positions are voluntary practiced and thus unremunerated.

On the request of the Chairmanship, the General Assembly is held at least every two years.

Article 7-1-3 : Poll

Usually the decisions of the General Assembly are taken by a simple majority of the members present or represented. If the results are level, the ballot of the Chairmanship is predominant.

All votes are done by a show of hands. Nonetheless if a quarter of the members present or represented by the *Network* ask for it, the vote will be done by secret ballot.

Exceptionally to the first paragraph, any decision related to modifying the Charter will be voted unanimously by the members present or represented.

The Chairmanship proclaims the result of the vote.

Proxy votes are allowed. The member which won't be able to attend the vote can delegate its vote to another member, by a letter of proxy given to the permanent General Secretariat, at the latest seven calendar days (7) before the date of the vote.

A member of the *Network* can't have more than two letters of proxy.

Article 7-2 : Board

The Board consists of the Chairmanship and the Presidencies of working committees. It is managed by the permanent General Secretariat.

Its decisions are taken according to the poll detailed in the article 7-1-3.

Article 7-2-1 : The Chairmanship

By Chairmanship, it means the member elected by the General Assembly. This member also appoints an incumbent and a supply representative.

The Chairmanship is elected for a four-year (4) term of office, renewable once. A same Chairmanship may be reelected after a term of office held by another member.

The candidates for Chairmanship are proposed to the Board three (3) months before the vote. The vote to the Chairmanship is only opened to the actors which have the quality of member, up to date to the payment of their fees.

The Chairmanship presides over the assemblies.

Assisted by the Vice-chairmanships and the permanent General Secretariat, the Chairmanship prepares the major strategic orientations of development of the *Network* and looks after a proper cohesion between the actors.

The Chairmanship represents the *Euromed Cities Network*.

Article7-2-2 : The Presidencies of working committees

By Presidencies of working committees, it means the members elected by the General Assembly. These members also appoint an incumbent and a supply representative.

Presidencies of working committees are de facto Vice-chairmanships.

The General Assembly proposes the themes of the working committees and elects their Presidencies for four (4) years, renewable once. A same Presidency of working committee may be reelected after a term of office held by another member.

The candidates for Presidencies of working committees are proposed to the Board three (3) months before the vote. The vote to these Presidencies is opened only to the actors who have the quality of members, up to date to the payment of their fees.

A member can't hold several presidencies of working committees.

Each Presidency composes its own committee on the basis of the voluntary participation of the members. The number of participants is not limited but should enable the committee to work efficiently.

Article 7-2-3 : The Vice-chairmanships

By Vice-chairmanships, it means the members which appointed an incumbent and a supply representative assuming a Presidency of a working committee.

Vice-chairmanships follow from the vote by the General Assembly of the Presidencies of the working committees. Indeed, Vice-chairmanships are the Presidencies of the working committees. So, their terms of office are bound.

In harmony with the *Network*, the Chairmanship and the Vice-chairmanships ought to reflect the strategic liveliness of cities, territories or unions that compose the *Network*. A balanced geographical representation will be paid close attention to.

The Vice-chairmanships assist the Chairmanship in all the missions it has been assigned.

The Vice-chairmanships may be assigned thematic and geographical missions of liveliness of the *Network*.

The Vice-chairmanships take over the Chairmanship in the latter's absence or if it is not able to attend the meeting.

Vice-chairmanships collectively assume the Chairmanship in case of resignation of the latter, until the vote of the new Chairmanship that will be held six (6) months after the resignation at the latest.

Article 7-2-4 : Missions and meeting process of the Board

The Board coordinates the actions of members and looks after the cohesion of projects which are dealing with *Euromed Cities Network*.

If it's necessary, it may decide to create new working committees and choose their temporary Presidency, until this latter is validated through a vote during the next General Assembly.

The Board submits once a year to the members its activity report, the financial situation of the past period and explains projects to come.

Article 7-3 : The permanent General Secretariat

The permanent General Secretariat assumes the missions described in the article 4 of the Charter.

Its vocation is to implement the decisions approved by its actors, to foster dialogue between them, to propose and develop strategies and actions to give a boost to the *Network* and participate in its radiance.

The permanent General Secretariat may decide to involve the *Network* in any useful action (including responses to call for proposals) since it suits the major priorities of the Charter and the General Assembly and since it is in accordance with the budget of the *Network*.

ARTICLE 8 EXPENSES, INCOME AND FUNDING SOURCE OF THE *NETWORK*

Expecting the *Network* hold rights as a law body, all the funds it may benefit from will be managed by the accounting of the City of Nice, where the permanent General Secretariat is located, according to the rules of the French public accounting.

The City of Nice assumes the responsibility of their use since the funds are at its disposal.

The City of Nice due to its general area of competence disposition maintained by French law to the cities has a vocation to act in the prior fields of the *Network*. The City of Nice is thus allowed to finance or pre-finance actions relating to the *Network*.

Funds dedicated for the *Network* will be accounted and identified by nature. Sources of funds benefit as grants for specific proposals will refund the funds allocated by the City of Nice. If the grants and the allocation by the City of Nice are not at level, the difference remains payable by the City of Nice.

In the same vein, if some actors decide to spend budget allocation for the activities of the *Network* without involving the permanent General Secretariat, funds shall be clearly identified.

This way, sources of funds the *Network* may benefit as grants for specific proposals will refund the funds allocated. If the grants and the allocation by the actor are not at level, the difference remains payable by the latter.

Concerning income and sources of funds, the activities of the network can be run thanks to :

- yearly fees paid by the actors,
- funds from the actors or any person willing to contribute to the development of the *Network*,
- public grants from any public body and in particular from European Union,
- benefits from the activity of the *Network*,
- donations.

ARTICLE 9 APPLICABLE LAW TO THE *NETWORK*

The Charter, the present Internal Rule as so every document that shall ensue from them, depend on French law, itself depending on European law and shall be interpreted in compliance to them.

In case of any disagreement relating to the validity, the implementation or the way to interpret the documents here before listed, the priority will be kept to a friendly dialog. In case of continued lack of agreement, the dispute may be brought to the Administrative Trial of Nice which is specifically chosen by the parties.