

# LXXX INTERNATIONAL COUNCIL MEETING WORKING MATERIALS

3<sup>RD</sup> - 7<sup>TH</sup> NOVEMBER 2021



Human Rights Partner of ELSA



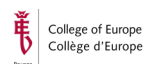
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# elsa

The European Law Students' Association

## GENERAL INFORMATION

### FOREWORD

Dear Network,

The time has come for our first International Council Meeting. With three months behind us, one of the most important moments of our terms is getting closer and we hope you are all as excited as we are to see each other. Your International Board has planned these five days according to these Working Materials, in order to start putting in practice our motto for the year: be the change.

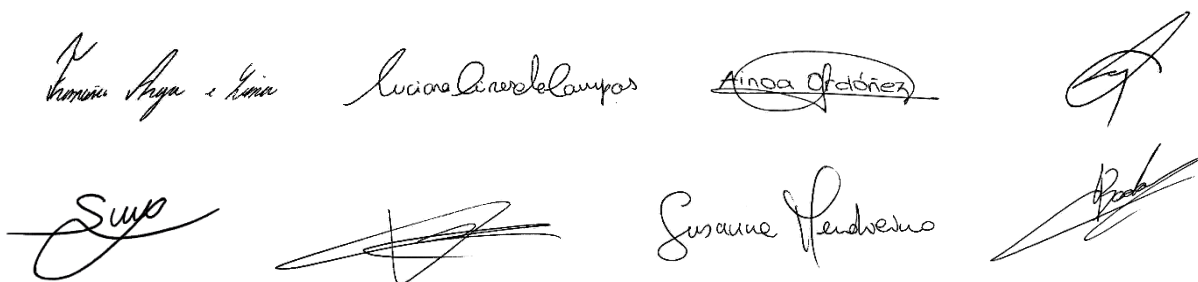
Firstly, we are starting to give shape to the changes we all want to embody, in order to make ELSA more sustainable, more efficient and, above all, a better Association. With that in mind, we will discuss topics that will develop our Association for years to come. Whether you are part of a Key Area discussing the next International Focus Programme topic, a Treasurer focusing on the next Financial Strategy, or a Marketeer discussing the new brands, all of us will have a part to play in shaping the future of ELSA.

Nevertheless, this International Council Meeting will not be about more than discussing. It will also be about taking concrete actions to improve our Association. For that reason, throughout these Working Materials you will see the changes your International Board proposes to the Network, in order to take the steps in becoming more sustainable and efficient.

With all of this in mind, the International Board of ELSA is extremely excited to see you at the LXXX International Council Meeting. We are now ready to present to you our ideas and updates, as well as to hear what you have been working on and what new projects and ideas you have for the term. We urge you to participate actively, and we hope that the possibility of going back to the physical reality will serve as a motivation and ultimate goal to all of us.

Let's work on being the change and developing ELSA for the better.

Warm regards,



**Francisco, Luciana, Ainoa, Tony, Samira, Mathieu, Susanna and Valentin**  
International Board of ELSA 2021/2022

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## THE INTERNATIONAL COUNCIL MEETING GUIDE

### What is an International Council Meeting?

The International Council Meeting is a statutory meeting and one of the International Internal Meetings of ELSA.

It brings together officers of all Areas from the whole ELSA Network. It consists of both plenary and workshop sessions. The main aims of this meeting are:

- a. to provide an opportunity for Officers to meet, to get informed about the latest updates in their respective areas and to exchange ideas, and
- b. to summon the International Council, which discusses issues concerning the administration and the further development of the Association.

The International Council represents the Members of ELSA and is the supreme decision-making body of the Association, whose decisions are binding upon the International Board, the Members and the Observers of ELSA. A Council decision can only be overturned by a subsequent International Council decision.

The International Council Meeting is held on a biannual basis, once in spring and once in autumn.

### What is a Workshop?

Workshops provide an introduction to or a review of topics of interest. They offer space for interaction, discussion, of and exchange of information, while the participants explore different subjects and develop their soft skills.

In each International Council Meeting, there are seven Workshops; one for each area of activity. Each workshop is conducted by the respective International Board member(s) and chaired by an experienced delegate.

The following workshops will be held during the International Council Meeting:

**Board Management, External Relations and Expansion (BEE):** conducted by the President of the International Board and attended by National Presidents of the ELSA Network.

**Internal Management (IM):** conducted by the Secretary General of the International Board and attended by National Secretaries General of the ELSA Network.

**Financial Management (FM):** conducted by the Treasurer of the International Board and attended by National Treasurers of the ELSA Network.

**Marketing (MKT):** conducted by the Vice President in charge of Marketing of the International Board and attended by National Vice Presidents in charge of Marketing of the ELSA Network.

**Academic Activities (AA):** conducted by the Vice President in charge of Academic Activities and the Vice President in charge of ELSA Moot Court Competitions of the International Board and

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THE INTERNATIONAL COUNCIL MEETING GUIDE

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attended by National Vice Presidents in charge of Academic Activities and National Vice Presidents in charge of Moot Court Competitions of the ELSA Network.

**Professional Development (PD):** conducted by the Vice President in charge of Professional Development of the International Board and attended by National Vice Presidents in charge of Professional Development and National Vice Presidents in charge of STEP of the ELSA Network.

**Seminars and Conferences (S&C):** conducted by the Vice President in charge of Seminars and Conferences of the International Board and attended by National Vice Presidents for Seminars and Conferences of the ELSA Network.

### **What is a Joint Workshop?**

A Joint Workshop sets on the table a topic that is worth being discussed by the officers of more than one area.

### **Who is a Workshop Officer?**

There are at least four Workshop Officers in the ICM: the *Chair*, the *Vice Chair* and two *Secretaries*. If necessary, more Secretaries can be appointed.

The task of the Chair is to conduct the Workshop in good order, to lead it together with the respective member of the International Board of ELSA.

The role of the Vice Chair is to assist the Chair and stand in for him or her in the event of his or her absence.

The Secretaries are in charge of keeping the minutes of the Workshop and of the preparation of all the documents that have to be submitted to the Council.

During the Opening Workshop of each respective area, which will be held on Wednesday, the Officers of the Workshop will be elected, and they will attend a workshop provided by ELSA International right after the end of the opening session in order to receive the detailed guidelines of their tasks. If you are interested in becoming a Workshop Officer, please contact the respective member of the International Board, as soon as possible, in order to volunteer.

### **What is an International Council Meeting Officer?**

There are nine to fifteen International Council Meeting Officers supporting the International Council proceedings during each ICM: the *Chair*, the *Vice Chair*, two to four *Secretaries*, two to six *Tellers*, and three members of the *Nominations Committee*. The International Council Meeting Officers ensure that some of the most important tasks regarding the plenary sessions of an International Council Meeting are carried out properly.

The role of the Chair of the Plenary is to ensure that the International Council Meeting agenda is respected and adhered to, to supervise and assist the other International Council Meeting Officers, to invite people to address the International Council, to decide when to put proposals to a vote, to supervise the voting procedure, to announce the result of the voting procedure, to supervise

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THE INTERNATIONAL COUNCIL MEETING GUIDE

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the election procedure, to bring the meeting to order and to resolve any question concerning the International Council Meeting proceedings.

The role of the Vice Chair is to assist the Chair and stand in for him or her in the event of his or her absence.

The role of each Secretary is to keep the minutes of the plenary sessions. The Secretaries are responsible to the Secretary General of the International Board and should always refer to her in case of difficulty.

The role of each Teller is to count the votes, compare the results of the counting procedure, and inform the Chair about the result. The Tellers shall not be voting delegates.

The role of each member of the Nominations Committee is to receive nominations for all the elections and to announce them to the International Council. Therefore, it is recommended that the Nominations Committee is comprised of well-known individuals in the ELSA Network so that it is easier for people to find and approach them.

## OBLIGATIONS OF THE NATIONAL GROUPS

### Important information!

In accordance with article 7.3 of the Statutes of ELSA, the voting rights of a Member National Group are suspended during an ICM, if the National Group:

- a. has not fulfilled its **financial obligations** towards ELSA, or
- b. has not submitted the **State of the Network Inquiry** (SotN Inquiry) to the International Board;
- c. has not submitted the **Letter of Authorisation** to the Secretary General of the International Board; and
- d. has not submitted the **National Group Report** to the International Board.

For this purpose, please address all financial enquiries concerning debts towards ELSA to the Treasurer of the International Board in due time **until the 3<sup>rd</sup> of November 2021, 23:59 CET** at [treasurer@elsa.org](mailto:treasurer@elsa.org).

Moreover, the SotN Inquiry must be thoroughly filled out and submitted electronically to the International Board **until the 20<sup>th</sup> of October 2021, 23:59 CET**, 14 days before the opening of the International Council Meeting as stated in the International Council Meeting Decision Book. The 31<sup>st</sup> State of the Network Inquiry has already been sent out and you may find it [here](#). If you need any clarifications regarding the SotN Inquiry, please contact the Secretary General of the International Board at [secgen@elsa.org](mailto:secgen@elsa.org).

Additionally, the National Group Report had to be submitted to the Secretary General of the International Board **until the 31<sup>st</sup> of August 2021, 23:59 CEST**. Please note that if you have not submitted the National Group on time, the voting rights of your National Group will be suspended for the duration of the International Council Meeting. It is in the discretion of the Secretary General of the International Board to accept a late submission of the properly filled in National Group Report before the opening of the International Council Meeting to ensure quorum. The National Group Report has already been sent out and you may find it [here](#).

According to article 5.5 of the Standing Orders of ELSA, for the delegates representing a Member National Group to be allowed to participate in the International Council, they must be duly authorised to vote in the International Council on behalf of their National Group and must, therefore, send to the Secretary General of the International Board the **Letter of Authorisation** signed by two elected National Board members of the respective National Group **until the 3<sup>rd</sup> of November 2021, 23:59 CET**. Each Letter of Authorisation shall be accompanied with a list of Local Groups that are currently Members and Observers of the respective National Group. A template of the Letter of Authorisation can be found in Annex 8 of these Working Materials.

In order for the International Council to reach the necessary quorum, as stated in article 7.4 of the Statutes of ELSA and be fully competent, it is highly recommended that the Member National Groups, which are not going to be represented in the International Council by their own delegates, give a **proxy** to another Member National Group following the rules of article 5.6 of the Standing Orders of ELSA. A template of proxy can be found in Annex 9 of these Working Materials. The deadline to submit a proxy to [secgen@elsa.org](mailto:secgen@elsa.org) is **the 3<sup>rd</sup> of November 2021, 23:59 CET**.

## REMINDERS

### General Reminder

If you really want to enjoy this ICM,

DO NOT FORGET THE FOLLOWING:

*“Be prepared to speak and to speak be prepared!”*

To be prepared for the Workshops:

- Read carefully from cover to cover and bring with you a copy of these Working Materials;
- Read the minutes of at least the two previous ICMs: [LXXVIII ICM Online](#) and [LXXIX ICM Online](#);
- Read the [Statutes and Standing Orders of ELSA](#);
- Read the [55th edition of the International Council Meeting Decision Book](#)
- Read the [One Year Operational Plan](#) of the International Board for the term 2021/2022.

To be prepared for being celebrated as a true legend:

- Consider being a Workshop Secretary;
- Consider being a Plenary Secretary;
- Consider being a Teller;
- Consider being a member of the Nominations Committee;

To be prepared for the time of your life...

- Bring your good mood and happy smiles!
- Bring all of your ELSA Spirit!

## Memento

### Voting Rights in the Plenary

Each Member National Group has three voting rights and may split them during any voting procedure according to the will of its voting delegates. Your National Group is **NOT** eligible to vote in the Plenary unless:

1. the National Board has filled in and submitted the **State of the Network Inquiry** to the International Board at least 14 days before the opening of the International Council Meeting;

*Please make sure that the Secretary General of the International Board has received the responses of your National Group to the State of the Network Inquiry.*

2. the National Board has **paid out all debts** due to ELSA;

*Please confirm the debt situation of your National Group with the Treasurer of the International Board prior to the International Council Meeting.*

3. the National Board has submitted the National Group Report to the International Board in due time

*Please make sure that the Secretary General of the International Board has received the National Group Report of your National Group.*

4. its delegates in the ICM have sent the **Letter of Authorisation** to the Secretary General of the International Board.

You may find the template for the Letter of Authorisation in [Annex 8](#).

### Letter of Authorisation

The Letter of Authorisation must include:

- the contact details of your National Group;
- the names of the delegates of your National Group who are allowed to vote during the voting process;
- the names of all other delegates representing your National Group;
- the list of Local Groups that are currently Members or Observers of your National Group (please indicate the status of each local group); and
- the signatures of two elected National Board members authenticating the letter.

The Letter of Authorisation should be filled in and sent **until the 3<sup>rd</sup> of November 2021, 23:59 CET** if you wish to receive your voting rights. Please make sure that the Letter of Authorisation is submitted to the Secretary General of the International Board in due time.

**Proxy**

If your National Group is a Member of ELSA and will not be represented by its own delegates at the International Council Meeting, the National Board can give a proxy to another Member which will speak and vote on behalf of the proxy-giver.

The Proxy must include:

- the names of the National Group which gives a proxy and of the National Group that receives the proxy;
- the dates during which the proxy will be valid;
- the signatures of two elected National Board members authenticating the letter; and
- the contact details of a person responsible from the proxy-giver National Group.

The Proxy should be filled in and sent to the Secretary General of the International Board **until the 3<sup>rd</sup> of November 2021, 23:59 CET** at [secgen@elsa.org](mailto:secgen@elsa.org) so that your voting rights be given to the National Group acting as proxy. You can find a draft Proxy in [Annex 9](#).

**Reporting Time**

This is the moment when the delegation meets and discusses important matters brought up in the workshops and in the plenary sessions.

**Voting Rights in the Workshops**

In the Workshops, both area and joint ones, each Member National Group has only one vote, no matter how many people from the same National Group are present. Make sure that you prepare and coordinate your delegation and appoint one person from your delegation to be your voting delegate in the Workshops.

**Plenary Presentations**

During the plenary sessions, the National Groups may present their events and activities if they wish to inform the ELSA Network about them and attract participants. In order to ensure the best possible efficiency to the International Council proceedings, we hereby set some rules for the National Groups interested in making a presentation during the plenary sessions:

- The demonstration of any presentations during the plenary sessions will be up to the discretion of the Chair and/or Vice Chair.
- No presentations will be allowed if not matching the following criteria:
  1. having an appropriate length (between three and five minutes);
  2. be in accordance with the principles of ELSA;
  3. be sent to the Vice President in charge of Marketing of the International Board until the **3<sup>rd</sup> of November 2020, 23:59 CET**.
- The priority of acceptance will be as follows:
  1. International Internal Meetings;
  3. Training Events;
  4. ELSA Core Activities events;
  5. Social Events;
  6. Other events or activities.

## ONLINE INTERNATIONAL COUNCIL MEETING

The International Board of ELSA will allow **three delegates per National Group to be voting delegates for the plenaries and, therefore, attendees of the ClickMeeting platform.** However, the International Board of ELSA has created a [Facebook Group](#) where any ELSA member willing to watch a live streaming of the 80<sup>th</sup> International Council Meeting can be added.

**Please read [these guidelines](#) carefully, especially regarding registration on ClickMeeting, procedure for Workshops and specificities of Nemovote.**

## DRAFT TIMETABLES AND AGENDAS

## ICM TIMETABLE

## General Timetable

	3rd November	4th November	5th November	6th November	7th November
	Wednesday	Thursday	Friday	Saturday	Sunday
8:30	Free	Breakfast			
9:00					
9:30					
10:00		Workshops	Workshops	Workshops	Final Plenary
10:30					
11:00					
11:30					
12:00					
12:30					
13:00		Lunch			Free
13:30					
14:00					
14:30	Workshops	Mid Plenary	Workshops		
15:00					
15:30					
16:00	Opening Plenary		Coffee Break	Coffee Break	
16:30					
17:00					
17:30	Workshops	Workshops			
18:00					
18:30					
19:00	Officers & Freshers' Workshops	Dinner	Dinner		
19:30	HoD				
20:00	Dinner				
20:30					
21:00	Socials				
21:30					

## DRAFT PLENARY AGENDA

### Opening Plenary: Wednesday, 3<sup>rd</sup> November 2021

- 15:00      **Opening of the LXXX International Council Meeting**  
Francisco Arga e Lima, President of the International Board of ELSA
- 15:10      **Presentation of the Chair and the Vice Chair of the Plenary**  
Luciana Ayres de Campos, Secretary General of the International Board of ELSA
- 15:20      **Presentation of the ELSA International Team 2021/2022**  
The International Board 2021/2022
- 15:40      **Announcement of the list of votes**  
Luciana Ayres de Campos, Secretary General of the International Board of ELSA
- 15:50      **Election of the Council Meeting Officers**  
Chair and Vice Chair
- 16:20      **Approval of the International Council Meeting Agenda and presentation of the International Council Meeting structure**  
Chair and Vice Chair
- 16:50      **Approval of the Minutes of the LXXIX International Council Meeting Online, Spring 2021**  
Chair and Vice Chair
- 17:00      **Questions and Answers with the International Board of ELSA**  
Chair
- 17:25      **Presentation of Catolica Global School of Law**
- 17:55      **Information regarding Officers' Workshop**  
Luciana Ayres de Campos, Secretary General of the International Board of ELSA
- 18:00      **End of the Opening Plenary**  
Chair and Vice Chair

**Mid Plenary: Friday, 5<sup>th</sup> November 2021**

- 14:30        **Opening of the Mid Plenary**  
Chair
- 14:35        **Revision of the list of votes**  
Luciana Ayres de Campos, Secretary General of the International Board of ELSA
- 14:40        **Presentation and approval of the BEE workshop related proposals**  
Chair and Workshop Chair
- 14:50        **Presentation and approval of the IM workshop related proposals**  
Chair and Workshop Chair
- 15:10        **Presentation and approval of the FM workshop related proposals**  
Chair and Workshop Chair
- 15:30        **Presentation and approval of the MKT workshop related proposals**  
Chair and Workshop Chair
- 15:40        **Presentation and approval of the AA & MCC workshop related proposals**  
Chair and Workshop Chair
- 16:00        **Presentation and approval of the PD workshop related proposals**  
Chair and Workshop Chair
- 16:10        **Presentation and approval of the S&C workshop related proposals**  
Chair and Workshop Chair
- 16:20        **Presentation and approval of the BEE and AA & MCC workshop related proposals**  
Chair and Workshop Chair
- 16:30        **Presentation and approval of the FM and S&C workshop related proposals**  
Chair and Workshop Chair
- 16:40        **Presentation and approval of the BEE, AA & MCC, PD and S&C workshop related proposals**  
Chair and Workshop Chair
- 16:50        **Presentation and approval of the EDF Statutes and Standing Orders**  
Chair and Workshop Chair
- 17:00        **Break**
- 17:30        **Revision of the list of votes**  
Luciana Ayres de Campos, Secretary General of the International Board of ELSA

- 17:35      **Presentation of EuroPrivacy and European Law Institute**
- 18:05      **Presentation and approval of the proposed revision of the Budget of ELSA International 2021/2022**  
Chair and Workshop Chair
- 18:30      **Announcement of ELSA x LexisNexis Essay Competition Winner**  
LexisNexis
- 19:00      **Presentations of the Network**  
Chair and Network
- 20:00      **End of the Mid Plenary**  
Chair

**Final Plenary: Sunday, 7<sup>th</sup> November 2021**

- 10:00        **Opening of the Final Plenary**  
Chair
- 10:05        **Revision of the list of votes**  
Luciana Ayres de Campos, Secretary General of the International Board of ELSA
- 10:10        **Presentation of the Annual Report of the International Board of ELSA 2020/2021**  
Weronika Banska, President of the International Board of ELSA 2020/2021
- 10:40        **Presentation of the Final Accounts of ELSA International 2020/2021**  
Carlos Eduardo Pereira, Treasurer of the International Board of ELSA 2020/2021
- 11:10        **Internal Auditors' Report of ELSA International 2020/2021**  
Karol Szakiel and Elena Maglio, Internal Auditors of ELSA International 2020/2021
- 11:30        **Presentation of the Final Accounts of the ELSA Development Foundation 2020/2021**  
Carlos Eduardo Pereira, Treasurer of the International Board of ELSA 2020/2021
- 11:50        **Internal Auditors' Report of the ELSA Development Foundation 2020/2021**  
Karol Szakiel and Elena Maglio, Internal Auditors of ELSA International 2020/2021
- 12:10        **Relief of Responsibility for the International Board 2020/2021**  
Chair
- 12:30        **Break**
- 13:15        **Council of Europe Presentation**
- 13:45        **Closing of the LXXX International Council Meeting**  
Francisco Arga e Lima, President of the International Board of ELSA
- 14:00        **End of the Final Plenary**  
Chair

# BOARD MANAGEMENT, EXTERNAL RELATIONS & EXPANSION WORKSHOP

## Timetable

	3rd November	4th November	5th November	6th November	7th November
	Wednesday	Thursday	Friday	Saturday	Sunday
8:30	Free	Breakfast			
9:00					
9:30					
10:00		Reporting time	The Future of our Projects	Final Accounts and Relief of Responsibility	Final Plenary
10:30					
11:00					
11:30		External Relations Procedure	IFP and Annual Human Rights Campaign		
12:00					
12:30					
13:00		Lunch			
13:30					
14:00					
14:30	Advocacy vs. Social Responsibility	Mid Plenary	Strategic Goals Implementation	Free	
15:00					
15:30			Member Value		
16:00	Coffee Break		Coffee Break		
16:30					
17:00					Alumni
17:30	Revision of the Budget	Closing			
18:00					
18:30					
19:00	Officers & Freshers' Workshops	Dinner	Dinner		
19:30	HoD				
20:00	Dinner				Dinner
20:30					
21:00		Socials			
21:30					

## Preparation and Reminders

In order to actively participate and contribute to the Workshops, please, do not forget to:

- Read these Working Materials cover to cover;
- Read relevant parts of the [Statutes and Standing Orders in force after the LXXIX International Council Meeting of ELSA](#);
- Read relevant parts of the [International Council Meeting Decision Book, 55th Edition](#);
- Read the [One Year Operational Plan \(OYOP\) of ELSA International 2021/2022](#);
- Bring your ELSA spirit, share your thoughts and suggestions, and leave your personal touch in the LXXX International Council Meeting!

Please read the aforementioned documents carefully. This is of great importance for the discussions and the outcome of the Workshop sessions.

Last but not least, please read the following draft agenda carefully and make notes on the issues that you would like to address during each workshop. If you wish to bring up topics that are not included in the agenda, please note them down and we will discuss them during the last session. Should you need any clarifications, please do not hesitate to contact the President of the International Board at [president@elsa.org](mailto:president@elsa.org).

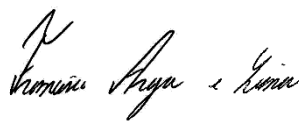
To access most of the documents above you require username and password.

Username: officer

Password: 7zXZZNq

Lastly, do not forget to bring your national/local sweets and/or drinks to share with the Workshop.

**It is my pleasure to welcome you to the BEE Workshop!**



**Francisco Arga e Lima**

President of the International Board of ELSA 2021/2022

## Draft Agenda

Wednesday, 3rd November 2021

18:00 – 19:00

### OPENING WORKSHOP

#### Description

During the Opening Workshop, we will elect the Workshop Officers, namely the Chair, Vice Chair and the Secretaries. We will also present and approve the agenda as well as set the rules for our workshop. Our Internal Meetings have been strongly connected to icebreakers and games with the hope to ensure that we have the chance to get to know each other better.

#### Outcome

Election of Workshop Officers, approval of the Agenda and drafting of Workshop Rules. Getting to know other officers.

#### Preparation

None.

#### Link

<https://meet.google.com/ume-odna-bnd>

19:00 – 19:30

### OFFICERS AND FRESHERS WORKSHOPS

#### Description

During this Workshop, participants elected to be the Officers will be prepared for their tasks during the week. At the same time people who attend the ICM for the first time will have the chance to get to know the customs and atmosphere of the event.

#### Outcome

Enable Workshop Officers to undertake their task.  
Presenting to new members content of the meeting.

#### Preparation

None.

#### Link

*The links for these workshops will be distributed at a later stage.*

19:30 – 20:00

### **HEAD OF DELEGATION'S MEETING**

#### **Description**

The Heads of Delegation are the main communication channel between the International Board and National Group. Although online, this ICM is not an exception hence the meeting of the Heads of Delegation will provide you with all the important and useful information.

#### **Outcome**

Heads of Delegation understand their tasks and responsibilities for the upcoming week.

#### **Preparation**

No preparation is required.

#### **Link**

[meet.google.com/icu-wbna-jun](https://meet.google.com/icu-wbna-jun)

### **Thursday, 4th November 2021**

10:00 – 11:30

### **REPORTING TIME**

#### **Description**

We will start our International Council Meeting by sharing with each other what we have been up to in the past months, both nationally and internationally. We will also go through the State of the Network results to see the areas that need improvements and how to improve them.

#### **Outcome**

Updating participants on what has been happening within the Network.  
Analysing the results of the State of the Network.

#### **Preparation**

Prepare a brief presentation on your activities in the past months.  
Think of the main difficulties you have been facing and on ways to tackle them.

#### **Link**

<https://meet.google.com/ume-odna-bnd>

11:30 – 13:00

## EXTERNAL RELATIONS PROCEDURE

### Description

Here we shall take a deeper look into the External Relations Chapter of the International Council Meeting Decision Book and discuss the areas in which it needs improvement. In particular, we will take a look into the definitions used, the concrete steps that National Groups and the International Board need to take in order to approach externals, as well as how to improve the efficiency of the External Relation Database. Lastly, we will analyse Proposal No. 6 regarding Article 2.4 of Chapter 3 of Part 2 of the International Council Meeting Decision Book.

### Outcome

Discussion on the areas that need improvement regarding the External Relations Chapter of the Decision Book as well as the related Proposal for amendment of the International Council Meeting Decision Book.

### Preparation

Read Chapter 3 (External Relations) of Part 2 (Board Management, External Relations and Expansion) of the [International Council Meeting Decision Book](#) and ponder the aspects that need changes. Read Proposal No. 6.

### Link

<https://meet.google.com/ume-odna-bnd>

14:30 – 16:30

## ADVOCACY VS. SOCIAL RESPONSIBILITY – JOINT WITH AA/MCC

### Description

Continuously bringing focus to the purpose of our Association, we intend to make a positive impact in society with our projects while being the voice of law students and young lawyers. During this workshop, we will explore ways to undertake advocacy with our projects as well as talk about the main stages of advocating. Second part of this workshop will be dedicated to the social responsibility initiatives at ELSA, we will discuss the type of content that we should focus on as an Association to give back to society. Additionally, ELSA International will share information on the current steps taken related to advocacy and social responsibility. In the end, Proposal No.18 and Proposal No. 19 related to Social Responsibility Initiatives will be discussed. Our motto for this workshop is: “Make a change from ‘what it is’ to ‘what it should be’”.

### Outcome

Better understanding of the ways and tools to implement advocacy and social responsibility.

### Preparation

For this workshop, we have one question for you: Do you want to **be the change**? Think about how you can use your projects for advocacy purposes and which social responsibility initiatives can be implemented in your Group.

**Link**

<https://meet.google.com/krs-rucn-pce>

*17:00 – 19:00*

**REVISION OF THE BUDGET – JOINT WITH FM****Description**

The workshop will review the presented proposals for budget amendments for the current term.

**Outcome**

Recommendation to the Council regarding the amended budget proposal.

**Preparation**

Read the proposed budget of ELSA International 2021/2022 in the [Working Materials of 79th Online ICM](#) and read the [Minutes from 79th ICM Online](#) concerning the provisional budget of ELSA International 2021/2022.

**Link**

<https://meet.google.com/utq-ffia-ema>

**Friday, 5th November 2021**

*10:00 – 11:30*

**THE FUTURE OF OUR PROJECTS – JOINT WITH AA/MCC, PD AND S&C****Description**

This workshop will be dedicated to analysing the current projects organised by the International Board of ELSA. With that in mind, we will go through the Flagships Projects of ELSA as well as the other projects that are currently organised to see how we can develop them more sustainably and efficiently.

**Outcome**

Discussion on the current projects organised by the International Board of ELSA and definition of priorities for the Network when it comes to their planning and execution.

**Preparation**

Analyse the projects organised by the International Board of ELSA and think on how they contribute to our Philosophy Statement, the impact they have and how they can be better developed.

**Link**

[meet.google.com/wiu-znqi-ymn](https://meet.google.com/wiu-znqi-ymn)

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BOARD MANAGEMENT, EXTERNAL RELATIONS & EXPANSION WORKSHOP

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11:30 – 13:00

**IFP AND ANNUAL HUMAN RIGHTS CAMPAIGN – JOINT WITH AA/MCC, PD AND S&C****Description**

This workshop will focus on setting our further goals for the Annual Human Rights Campaign and the next cycle of the International Focus Programme with the aim of enforcing our commitment to Human Rights. During the workshop, ELSA International will present the efforts made on the Annual Human Rights Campaign. Considering that we are slowly approaching the end of the current IFP cycle on Law and Technology, the workshop will discuss and shortlist the Input Papers on the new IFP topic. The main purpose of this workshop is to ensure that our Officers understand the objectives and the structure of Annual Human Rights Campaign and the IFP cycle, as well as the roles of National and Local Groups toward these projects. Finally, Proposal No. 20 related to Human Rights will be discussed.

**Outcome**

Workshop participants will get detailed information on the status of the Human Rights initiatives at ELSA. Also, Officers will have a better understanding of the structure and purposes of the Campaigns.

**Preparation**

Think about this question: which steps need to be taken to make our Campaigns more impactful?

**Link**

<https://meet.google.com/ume-odna-bnd>

**Saturday, 6th November 2021**

10:00 – 13:00

**FINAL ACCOUNTS AND RELIEF OF RESPONSIBILITY - JOINT WITH FM****Description**

The Final Accounts of the term 2020/2021 will be presented to the workshop. The auditors will present their report and the participants will be able to ask questions.

**Outcome**

The BEE and FM Workshop will get an analytical view of the Final Accounts of the term 2020/2021 and will make a recommendation for the plenary of the International Council Meeting.

**Preparation**

Read the Final Accounts of ELSA International 2020/2021 (Annex 2), the Final Accounts of EDF 2020/2021 (Annex 3) as well as the Internal Auditors Report on the Final Accounts of ELSA International 2020/2021 (Annex 4) and the Internal Auditors Report on the Final Accounts of EDF 2020/2021 (Annex 5).

**Link**

<https://meet.google.com/ume-odna-bnd>

*14:30 – 15:30*

**STRATEGIC GOALS IMPLEMENTATION****Description**

In this workshop we will continue the discussion on Strategic Goals held during the I International Training Meeting. The objective shall be for us to discuss how we have been implementing each of the aims we are bound to focus on and how to make the process more efficient. Lastly, we will go through Proposal No. 6 regarding the Strategic Planning Evaluation.

**Outcome**

Discussion on the national and international implementation of our Strategic Goals as well as the related Proposal for amendment of the International Council Meeting Decision Book.

**Preparation**

Think of how the Strategic Goals 2019-2023 are being implemented in your Network, as well as the challenges you have been facing and what is left to develop. Read Proposal No. 6.

**Link**

<https://meet.google.com/ume-odna-bnd>

*15:30 – 16:30*

**MEMBER VALUE – JOINT WITH IM****Description**

This workshop will be dedicated to a specific Aim of our Strategic Goals: Member Value. Here, we shall discuss what our members look for in ELSA and how best we can meet their expectations, both nationally and internationally.

**Outcome**

Define a list of priorities when it comes to the Member Value Aim, to be pursued by the International Board of ELSA and National Groups.

**Preparation**

Think of what law students and young lawyers look for in your National Group, as well as how we can further enrich their lives.

**Link**

<https://meet.google.com/ume-odna-bnd>

17:00 – 18:00

### **ALUMNI - JOINT WITH IM**

#### **Description**

A good relationship with our Alumni is vital to ensure the sustainability of our Association. During this workshop, we will discuss the importance of having a National Alumni Association and present suggestions on how National Groups can best create one.

#### **Outcome**

To know the importance of our Alumni and to understand how to create National Alumni Associations.

#### **Preparation**

None.

#### **Link**

[meet.google.com/vrk-zabn-bvp](https://meet.google.com/vrk-zabn-bvp)

18:00 – 19:00

### **CLOSING**

#### **Description**

In the last workshop of the International Council Meeting, we will summarize the outcomes held, the way forward and share feedback with each other.

#### **Outcome**

Evaluation of the meeting.

#### **Preparation**

None.

#### **Link**

<https://meet.google.com/ume-odna-bnd>

## INTERNAL MANAGEMENT WORKSHOP

## Timetable

	3rd November	4th November	5th November	6th November	7th November
	Wednesday	Thursday	Friday	Saturday	Sunday
8:30	Free	Breakfast			
9:00					
9:30					
10:00		International and National Update	EDF Regulations	Free time	Final Plenary
10:30					
11:00		The future of International Internal Meetings			
11:30					
12:00					
12:30		State of the Network			
13:00		Lunch			Free
13:30					
14:00					
14:30	Human Resources in ELSA	Mid Plenary	Knowledge Management		
15:00			Member Value		
15:30	Coffee Break		Coffee Break		
16:00			Alumni		
16:30	IM Proposals		Miscellaneous & Closing		
17:00					
17:30					
18:00	Opening Workshop		Dinner	Dinner	
18:30					
19:00					
19:30	Dinner	Dinner			
20:00					
20:30					
21:00	Socials				
21:30					

## Preparation and Reminders

In order to actively participate and contribute to the Workshops, please, do not forget to:

- Read these Working Materials cover to cover;
- Read relevant parts of the [Statutes and Standing Orders in force after the LXXIX International Council Meeting of ELSA](#);
- Read relevant parts of the [International Council Meeting Decision Book, 55th Edition](#);
- Read the [One Year Operational Plan \(OYOP\) of ELSA International 2021/2022](#);
- Bring your ELSA spirit, share your thoughts and suggestions, and leave your personal touch in the LXXX International Council Meeting!

Please read the aforementioned documents carefully. This is of great importance for the discussions and the outcome of the Workshop sessions.

Last but not least, please read the following draft agenda carefully and make notes on the issues that you would like to address during each workshop. If you wish to bring up topics that are not included in the agenda, please note them down and we will discuss them during the last session. Should you need any clarifications, please do not hesitate to contact the Secretary General of the International Board at [secgen@elsa.org](mailto:secgen@elsa.org).

To access most of the documents above you require username and password.

Username: officer

Password: 7zXZZNq

Lastly, do not forget to bring your national/local sweets and/or drinks to share with the Workshop.

**It is my pleasure to welcome you to the IM Workshop!**



**Luciana Ayres de Campos**

Secretary General of the International Board of ELSA 2021/2022

**Draft Agenda****Wednesday, 3rd November 2021***18:00 – 19:00***OPENING WORKSHOP****Description**

During the Opening Workshop, we will elect the Workshop Officers, namely the Chair, Vice Chair and the Secretaries. We will also present and approve the agenda as well as set the rules for our workshop. Our Internal Meetings have been strongly connected to icebreakers and games with the hope to ensure that we have the chance to get to know each other better.

**Outcome**

Election of Workshop Officers, approval of the Agenda and drafting of Workshop Rules. Getting to know other officers.

**Preparation**

None.

**Link**

[meet.google.com/vrk-zabn-bvp](https://meet.google.com/vrk-zabn-bvp)

*19:00 – 19:30***OFFICERS AND FRESHERS WORKSHOPS****Description**

During this Workshop, participants elected to be the Officers will be prepared for their tasks during the week. At the same time people who attend the ICM for the first time will have the chance to get to know the customs and atmosphere of the event.

**Outcome**

Enable Workshop Officers to undertake their task.  
Presenting to new members content of the meeting.

**Preparation**

None.

**Link**

*The links for these workshops will be distributed at a later stage.*

19:30 – 20:00

### **HEAD OF DELEGATION'S MEETING**

#### **Description**

The Heads of Delegation are the main communication channel between the International Board and National Group. Although online, this ICM is not an exception hence the meeting of the Heads of Delegation will provide you with all the important and useful information.

#### **Outcome**

Heads of Delegation understand their tasks and responsibilities for the upcoming week.

#### **Preparation**

No preparation is required.

#### **Link**

[meet.google.com/icu-wbna-jun](https://meet.google.com/icu-wbna-jun)

### **Thursday, 4th November 2021**

10:00 – 11:30

### **INTERNATIONAL AND NATIONAL UPDATE**

#### **Description**

Participants will start the LXXX Council Meeting by receiving an update on what has been going on at the international level. Following this, they will have a chance to summarise their own Activity Reports and talk about what they have been working on.

#### **Outcome**

An update on what has been happening within the Network.

#### **Preparation**

Be prepared to briefly present your Activity Report.

#### **Link**

[meet.google.com/vrk-zabn-bvp](https://meet.google.com/vrk-zabn-bvp)

*11:30 – 13:00*

## **STATE OF THE NETWORK**

### **Description**

During this workshop, the 31st State of the Network Report will be presented to participants.

### **Outcome**

To update participants on the 31st State of the Network results.

### **Preparation**

None.

### **Link**

[meet.google.com/vrk-zabn-bvp](https://meet.google.com/vrk-zabn-bvp)

*14:30 – 16:30*

## **HUMAN RESOURCES IN ELSA**

### **Description**

In this workshop participants will be introduced to the concept of Human Resources in ELSA, understand the responsibilities, and get to know the new structure of the Human Resources department. We will also discuss some of the Human Resources issues in the Network.

### **Outcome**

To understand what the main Human Resources issues are in the Network, and to brainstorm about what we can improve in this area.

### **Preparation**

Think about some of the Human Resources issues your National Group faces each year and be prepared to present and discuss them.

### **Link**

[meet.google.com/vrk-zabn-bvp](https://meet.google.com/vrk-zabn-bvp)

*17:00 – 19:00*

## **IM PROPOSALS**

### **Description**

During this workshop, we will discuss the proposals regarding the Standing Orders of ELSA and the proposals regarding the Internal Management part of the International Council Meeting Decision Book.

**Outcome**

The workshop provides a recommendation to the International Council relating to IM proposals.

**Preparation**

Read Proposals No. 1-5 and 7-10 carefully. Prepare concrete amendments if you have any, and, where possible, discuss them with the International Board first. This will allow the workshop to go much faster and more efficiently.

**Link**

[meet.google.com/vrk-zabn-bvp](https://meet.google.com/vrk-zabn-bvp)

**Friday, 5th November 2021**

*10:00 – 13:00*

**EDF REGULATIONS – JOINT WITH FM****Description**

During this workshop, we will discuss and give recommendations to the International Council concerning the EDF related proposals to create the new regulations of the Foundation.

**Outcome**

Recommendation to the Council in regard to the FM proposals related to the Statutes and Standing orders of the ELSA Development foundation.

**Preparation**

Read Proposal No. 26 carefully. Prepare concrete amendments if you have any, and where possible, discuss them with the Workshop Chairs/International Board beforehand. This will allow the workshop to go much faster and more efficiently.

**Link**

<https://meet.google.com/vrk-zabn-bvp>

**Saturday, 6th November 2021**

*11:00 – 13:00*

**THE FUTURE OF INTERNATIONAL INTERNAL MEETINGS****Description**

During the last two years, the structure of International Internal Meetings in ELSA has changed significantly. This year will be about the evaluation and development of our current meetings. Therefore, during this workshop we will present some of the conclusions we obtained from the International Training Meeting. Participants will get the opportunity to visualise how the Meeting should look like in the future and present their ideas on this topic.

**Outcome**

Work together on creating an improved version of the International Training Meeting.

**Preparation**

Think about how you would like the ITM to look like in the future and be prepared to present your ideas.

**Link**

[meet.google.com/vrk-zabn-bvp](https://meet.google.com/vrk-zabn-bvp)

*14:30 – 15:30*

**KNOWLEDGE MANAGEMENT****Description**

During this workshop, we will discuss the materials and tools provided by ELSA International in the IM Area. We will discuss some of the suggestions presented by the 31st SotN and brainstorm what materials ELSA International can develop or create. Participants will then be given the opportunity to talk about materials used in their National Networks.

**Outcome**

To make sure IM Officers are well equipped with the necessary tools and materials during their term and ready to transfer knowledge in their own Network.

**Preparation**

Be prepared to present how you manage knowledge in your Network.

**Link**

[meet.google.com/vrk-zabn-bvp](https://meet.google.com/vrk-zabn-bvp)

*15:30 – 16:30*

**MEMBER VALUE – JOINT WITH BEE****Description**

This workshop will be dedicated to a specific Aim of our Strategic Goals: Member Value. Here, we shall discuss what our members look for in ELSA and how best we can meet their expectations, both nationally and internationally.

**Outcome**

Define a list of priorities when it comes to the Member Value Aim, to be pursued by the International Board of ELSA and National Groups.

**Preparation**

Think of what law students and young lawyers look for in your National Group, as well as how we can further enrich their lives.

**Link**

<https://meet.google.com/ume-odna-bnd>

*17:00 – 18:00*

**ALUMNI – JOINT WITH BEE****Description**

A good relationship with our Alumni is vital to ensure the sustainability of our Association. During this workshop, we will discuss the importance of having a National Alumni Association and present suggestions on how National Groups can best create one.

**Outcome**

To know the importance of our Alumni and to understand how to create National Alumni Associations.

**Preparation**

None.

**Link**

[meet.google.com/vrk-zabn-bvp](https://meet.google.com/vrk-zabn-bvp)

*18:00 – 19:00*

**MISCELLANEOUS AND CLOSING****Description**

A chance to discuss any relevant issues or topics and the opportunity to evaluate the LXXX International Council Meeting.

**Outcome**

Open discussion and evaluation.

**Preparation**

None.

**Link**

[meet.google.com/vrk-zabn-bvp](https://meet.google.com/vrk-zabn-bvp)

## FINANCIAL MANAGEMENT WORKSHOP

## Timetable

	3rd November	4th November	5th November	6th November	7th November
	Wednesday	Thursday	Friday	Saturday	Sunday
8:30	Free	Breakfast			
9:00					
9:30					
10:00		FM Proposals	EDF Regulations	Final Accounts and Relief of Responsibility	Final Plenary
10:30					
11:00					
11:30					
12:00		Proposals			
12:30					
13:00		Lunch			
13:30					
14:00					
14:30	International Activity Report and SoTN	Mid Plenary	Financial Strategy	Free	
15:00					
15:30	Now you have the floor!				
16:00					
16:30	Coffee Break		Coffee Break		
17:00	Revision of the Budget		Grants		
17:30					
18:00					
18:30					
19:00	Officers & Freshers' Workshops	Dinner	Dinner		
19:30					HoD
20:00					
20:30	Dinner			Dinner	
21:00	Socials				
21:30					

## Preparation and Reminders

In order to actively participate and contribute to the Workshops, please, do not forget to:

- Read these Working Materials cover to cover;
- Read relevant parts of the [Statutes and Standing Orders in force after the LXXIX International Council Meeting of ELSA](#);
- Read relevant parts of the [International Council Meeting Decision Book, 55th Edition](#);
- Read the [One Year Operational Plan \(OYOP\) of ELSA International 2021/2022](#);
- Bring your ELSA spirit, share your thoughts and suggestions, and leave your personal touch in the LXXX International Council Meeting!

Please read the aforementioned documents carefully. This is of great importance for the discussions and the outcome of the Workshop sessions.

Last but not least, please read the following draft agenda carefully and make notes on the issues that you would like to address during each workshop. If you wish to bring up topics that are not included in the agenda, please note them down and we will discuss them during the last session. Should you need any clarifications, please do not hesitate to contact the Treasurer of the International Board at [treasurer@elsa.org](mailto:treasurer@elsa.org).

To access most of the documents above you require username and password.

Username: officer

Password: 7zXZZNq

Lastly, do not forget to bring your national/local sweets and/or drinks to share with the Workshop.

**It is my pleasure to welcome you to our FM Workshop!**

**Ainoa Ordóñez Gutiérrez**

Treasurer of the International Board of ELSA 2021/2022

**Draft Agenda****Wednesday, 3rd November 2021***18:00 – 19:00***OPENING WORKSHOP****Description**

During the Opening Workshop, we will elect the Workshop Officers, namely the Chair, Vice Chair and the Secretaries. We will also present and approve the agenda as well as set the rules for our workshop. Our Internal Meetings have been strongly connected to icebreakers and games with the hope to ensure that we have the chance to get to know each other better.

**Outcome**

Election of Workshop Officers, approval of the Agenda and drafting of Workshop Rules. Getting to know other officers.

**Preparation**

None.

**Link**

<https://meet.google.com/utq-ffia-ema>

*19:00 – 19:30***OFFICERS AND FRESHERS WORKSHOPS****Description**

During this Workshop, participants elected to be the Officers will be prepared for their tasks during the week. At the same time people who attend the ICM for the first time will have the chance to get to know the customs and atmosphere of the event.

**Outcome**

Enable Workshop Officers to undertake their task.  
Presenting to new members content of the meeting.

**Preparation**

None.

**Link**

*The links for these workshops will be distributed at a later stage.*

19:30 – 20:00

### **HEAD OF DELEGATION'S MEETING**

#### **Description**

The Heads of Delegation are the main communication channel between the International Board and National Group. Although online, this ICM is not an exception hence the meeting of the Heads of Delegation will provide you with all the important and useful information.

#### **Outcome**

Heads of Delegation understand their tasks and responsibilities for the upcoming week.

#### **Preparation**

No preparation is required.

#### **Link**

[meet.google.com/icu-wbna-jun](https://meet.google.com/icu-wbna-jun)

### **Thursday, 4th November 2021**

10:00 – 11:30

### **FM PROPOSALS**

#### **Description**

During this workshop, we will discuss and give recommendations to the International Council concerning all FM related proposals to amend current regulations.

#### **Outcome**

Recommendation to the Council in regard to the FM proposals.

#### **Preparation**

Read Proposal No. 12 and 13 carefully. Prepare concrete amendments if you have any, and where possible, discuss them with the Workshop Chairs/International Board beforehand. This will allow the workshop to go much faster and more efficiently.

#### **Link**

<https://meet.google.com/utq-ffia-ema>

*11:30 - 13:00*

### **FM PROPOSALS 2.0 – JOINT WITH S&C**

#### **Description**

During this workshop, we will discuss and give recommendations to the International Council concerning all FM and S&C related proposals to amend current regulations.

#### **Outcome**

Recommendation to the Council regarding the FM proposals related to the Seminars and Conferences area.

#### **Preparation**

Read Proposal No. 11 and 25 carefully. Prepare concrete amendments if you have any, and where possible, discuss them with the Workshop Chairs/International Board beforehand. This will allow the workshop to go much faster and more efficiently.

#### **Link**

<https://meet.google.com/utq-ffia-ema>

*14:30 – 15:30*

### **INTERNATIONAL ACTIVITY REPORT AND SOTN**

#### **Description**

In this workshop we will present the activity report of the FM area of ELSA International, as well as the results of the FM section of the State of the Network Inquiry.

#### **Outcome**

Understand the different realities of the FM area throughout the Network.

#### **Preparation**

None.

#### **Link**

<https://meet.google.com/utq-ffia-ema>

*15:30 – 16:30*

### **NOW YOU HAVE THE FLOOR!**

#### **Description**

After reviewing the Activity Report of ELSA International, it's the moment for all the participants to present their own activity reports.

**Outcome**

Listen to each other's experiences on the FM area and learn about common experiences we all go through as treasurers and how to work in them

**Preparation**

Prepare your Activity Report, you can send it to our FM mailing list before the ICM. If you want to, you can also prepare a presentation to support it.

**Link**

<https://meet.google.com/utq-ffia-ema>

*17:00 – 19:00*

**REVISION OF THE BUDGET – JOINT WITH BEE****Description**

The workshop will review the presented proposals for budget amendments for the current term.

**Outcome**

Recommendation to the Council regarding the amended budget proposal.

**Preparation**

Read the proposed budget of ELSA International 2021/2022 in the [Working Materials of 79th Online ICM](#) and read the [Minutes from 79th ICM Online](#) concerning the provisional budget of ELSA International 2021/2022.

**Link**

<https://meet.google.com/utq-ffia-ema>

**Friday, 5th November 2021**

*10:00 – 13:00*

**EDF REGULATIONS - JOINT WITH IM****Description**

During this workshop, we will discuss and give recommendations to the International Council concerning the EDF related proposals to create the new regulations of the Foundation.

**Outcome**

Recommendation to the Council in regard to the FM proposals related to the Statutes and Standing orders of the ELSA Development foundation.

**Preparation**

Proposal No. 26 carefully. Prepare concrete amendments if you have any, and where possible, discuss them with the Workshop Chairs/International Board beforehand. This will allow the workshop to go much faster and more efficiently.

**Link**

<https://meet.google.com/vrk-zabn-bvp>

**Saturday, 6th November 2021**

*10:00 – 11:30*

**FINAL ACCOUNTS AND RELIEF OF RESPONSIBILITY - JOINT WITH BEE****Description**

The Final Accounts of the term 2020/2021 will be presented to the workshop. The auditors will present their report and the participants will be able to ask questions.

**Outcome**

The BEE and FM Workshop will get an analytical view of the Final Accounts of the term 2020/2021 and will make a recommendation for the plenary of the International Council Meeting.

**Preparation**

Read the Final Accounts of ELSA International 2020/2021 (Annex 2), the Final Accounts of EDF 2020/2021 (Annex 3) as well as the Internal Auditors Report on the Final Accounts of ELSA International 2020/2021 (Annex 4) and the Internal Auditors Report on the Final Accounts of EDF 2020/2021 (Annex 5).

**Link**

<https://meet.google.com/ume-odna-bnd>

*14:30 – 16:30*

**FINANCIAL STRATEGY****Description**

In this workshop we will update the networks on the works about the Working Group on Financial Strategy, and we will brainstorm on some of the topics we want to include in the new Financial Strategy of ELSA International.

**Outcome**

Provide the Working Group on Financial Strategy some feedback on the topics to include in the new Financial Strategy.

**Preparation**

Read the Financial Strategy of ELSA for the years 2019-2022 and think about some topics we can include in the next one.

**Link**

<https://meet.google.com/utq-ffia-ema>

*17:00 – 19:00*

**GRANTS****Description**

In our last workshop, we will learn how to apply for grants, as well as update the FM officers on the new applications ELSA International has submitted. We will also review the different tools we can use to assist us on our grants applications.

**Outcome**

Learn how to successfully apply for grants, and all the tools we have at our disposal.

**Preparation**

Bring to the workshop any tools you find helpful when applying for grants.

**Link**

<https://meet.google.com/utq-ffia-ema>

## MARKETING WORKSHOP

## Timetable

	3rd November	4th November	5th November	6th November	7th November
	Wednesday	Thursday	Friday	Saturday	Sunday
8:30	Free	Breakfast			
9:00					
9:30					
10:00		Free time	New Face of ELSA	Public Relations P1	Final Plenary
10:30					
11:00				IB Update	
11:30		First Evaluation			
12:00					
12:30					
13:00		Lunch			Free
13:30					
14:00					
14:30	Synergy	Mid Plenary	Officers' Portal		
15:00					
15:30					
16:00	Opening Plenary		Coffee Break	Coffee Break	
16:30					
17:00					
17:30	Brand Identity	Open Forum			
18:00			Opening Workshop	Evaluation and Closing	
18:30					
19:00	Officers & Freshers' Workshops	Dinner			Dinner
19:30			HoD		
20:00				Dinner	
20:30					
21:00	Socials				
21:30					

## Preparation and Reminders

In order to actively participate and contribute to the Workshops, please, do not forget to:

- Read these Working Materials cover to cover;
- Read relevant parts of the [Statutes and Standing Orders in force after the LXXIX International Council Meeting of ELSA](#);
- Read relevant parts of the [International Council Meeting Decision Book, 55th Edition](#);
- Read the [One Year Operational Plan \(OYOP\) of ELSA International 2021/2022](#);
- Bring your ELSA spirit, share your thoughts and suggestions, and leave your personal touch in the LXXX International Council Meeting!

Please read the aforementioned documents carefully. This is of great importance for the discussions and the outcome of the Workshop sessions.

Last but not least, please read the following draft agenda carefully and make notes on the issues that you would like to address during each workshop. If you wish to bring up topics that are not included in the agenda, please note them down and we will discuss them during the last session. Should you need any clarifications, please do not hesitate to contact the Vice President in charge of Marketing of the International Board at [marketing@elsa.org](mailto:marketing@elsa.org).

To access most of the documents above you require username and password.

Username: officer

Password: 7zXZZNq

Lastly, do not forget to bring your national/local sweets and/or drinks to share with the Workshop.

**It is my pleasure to welcome you to the MKT Workshop!**



**Tony Marinescu**

Vice President in charge of Marketing of the International Board of ELSA 2021/2022

**Draft Agenda****Wednesday, 3rd November 2021***18:00 – 19:00***OPENING WORKSHOP****Description**

During the Opening Workshop, we will elect the Workshop Officers, namely the Chair, Vice Chair and the Secretaries. We will also present and approve the agenda as well as set the rules for our workshop. Our Internal Meetings have been strongly connected to icebreakers and games with the hope to ensure that we have the chance to get to know each other better.

**Outcome**

Election of Workshop Officers, approval of the Agenda and drafting of Workshop Rules. Getting to know other officers.

**Preparation**

None.

**Link**

<https://meet.google.com/fid-tonb-ycj>

*19:00 – 19:30***OFFICERS AND FRESHERS WORKSHOPS****Description**

During this Workshop, participants elected to be the Officers will be prepared for their tasks during the week. At the same time people who attend the ICM for the first time will have the chance to get to know the customs and atmosphere of the event.

**Outcome**

Enable Workshop Officers to undertake their task.  
Presenting to new members content of the meeting.

**Preparation**

None.

**Link**

*The links for these workshops will be distributed at a later stage.*

19:30 – 20:00

### **HEAD OF DELEGATION'S MEETING**

#### **Description**

The Heads of Delegation are the main communication channel between the International Board and National Group. Although online, this ICM is not an exception hence the meeting of the Heads of Delegation will provide you with all the important and useful information.

#### **Outcome**

Heads of Delegation understand their tasks and responsibilities for the upcoming week.

#### **Preparation**

No preparation is required.

#### **Link**

[meet.google.com/icu-wbna-jun](https://meet.google.com/icu-wbna-jun)

### **Thursday, 4th November 2021**

11:00 – 12:00

### **IB UPDATE**

#### **Description**

A brief update on the work of the International Board of ELSA up to this date shall be given.

#### **Outcome**

Participants are expected to find out the latest updates on the Marketing area, projects, partners, and life in ELSA House in Brussels.

#### **Preparation**

Prepare to ask any questions you might have about the work of the IB from August till the ICM!

#### **Link**

<https://meet.google.com/fid-tonb-ycj>

12:00 – 13:00

## **FIRST EVALUATION**

### **Description**

We gave you our update – now it is your turn. In this workshop, we ask you to present your national and local groups and if you have any achievements you accomplished or any challenges you faced so far.

### **Outcome**

A status update on the situation of the Network as well as guidelines on how to solve problems related to marketing on local and national level.

### **Preparation**

Prepare your stories and promotional materials if you have any!

### **Link**

<https://meet.google.com/fid-tonb-ycj>

14:30 – 16:30

## **SYNERGY**

### **Description**

Here, we will review the one and only Synergy Magazine, its promotional peculiarities, and obstacles in production. Related proposals put forward by ELSA International will be discussed during this Workshop.

### **Outcome**

We will decide the future of Synergy.

### **Preparation**

Read Proposal No. 14 regarding the Synergy Magazine.

### **Link**

<https://meet.google.com/fid-tonb-ycj>

17:00 – 19:00

## **BRAND IDENTITY**

### **Description**

The aim of this Workshop is not only to educate yourself on the main features of our Flagship Projects and other big projects, but also to dive deeply into the brand assets and brandlines of each and every one of them. Additionally, during this Workshop you will be presented with the outcome

of the work of ELSA International in regard to finalising the brands of the projects and their future.

**Outcome**

Participants are expected to have a wider understanding of the brands and the branding of the projects.

**Preparation**

Study closely the existing brand assets of the Flagship Projects. Try to figure out which ones are lacking specific branding elements.

**Link**

<https://meet.google.com/fid-tonb-ycj>

**Friday, 5th November 2021**

*10:00 – 13:00*

**NEW FACE OF ELSA****Description**

In this workshop we will discuss the latest advancements in the modernisation process of ELSA's image that was started the previous term.

**Outcome**

Get a better understanding of the Network's vision on the current branding of ELSA.

**Preparation**

Read the [Minutes](#) from the Branding Development Workshop in ICM LXXIX pp. 245-251.

**Link**

<https://meet.google.com/fid-tonb-ycj>

**Saturday, 6th November 2021**

*10:00 – 11:30*

**PUBLIC RELATIONS P1****Description**

Public Relations is one of the main tasks of a Marketeer nowadays. In order to develop the image of our Association, ELSA International has prepared a core version of the Public Relations Strategy that we will showcase during this workshop and the following one.

**Outcome**

We will discuss and learn about the upcoming Public Relations Strategy of ELSA International.

**Preparation**

None.

**Link**

<https://meet.google.com/fid-tonb-ycj>

*11:30 – 13:00*

**PUBLIC RELATIONS P2****Description**

See previous workshop.

**Outcome**

Continuing of the previous workshop.

**Preparation**

None.

**Link**

<https://meet.google.com/fid-tonb-ycj>

*14:30 – 16:30*

**OFFICERS' PORTAL****Description**

Our portal is the main place to get information and resources about our Area, so it is essential to have on it all the things necessary.

**Outcome**

We will have a list of improvements to the Marketing section of the Officers' Portal.

**Preparation**

Check the Marketing section of the Officers' Portal and bring feedback on it.

**Link**

<https://meet.google.com/fid-tonb-ycj>

*17:00 – 18:00*

## **OPEN FORUM**

### **Description**

During the week we will often encounter situations where there is not enough time to talk about interesting questions during the Workshop. This Workshop will be dedicated to such questions.

### **Outcome**

Participants are expected to ask their questions regarding anything related to Marketing Area.

### **Preparation**

Note down the topics that you feel like discussing during this Workshop.

### **Link**

<https://meet.google.com/fid-tonb-ycj>

*18:00 – 19:00*

## **EVALUATION AND CLOSING**

### **Description**

Our last workshop of the week will offer opportunities for feedback and sweet goodbyes.

### **Outcome**

Feedback for ELSA International to improve and an appropriate end to our week together.

### **Preparation**

Think about which improvements you would like to see implemented in the structure and content of ICM LXXXI.

### **Link**

<https://meet.google.com/fid-tonb-ycj>

## ACADEMIC ACTIVITIES &amp; MOOT COURT COMPETITIONS WORKSHOP

## Timetable

	3rd November	4th November	5th November	6th November	7th November
	Wednesday	Thursday	Friday	Saturday	Sunday
8:30	Free	Breakfast			
9:00					
9:30					
10:00		Work in progress: International Update	The Future of our Projects	10 Key Tips: 'How to be a successful Project Manager'	Final Plenary
10:30					
11:00					
11:30					
12:00		Please rise! Moot Court Competitions	IFP and Annual Human Rights Campaign	We come back STRONGER: Back to physical	
12:30					
13:00		Lunch			
13:30					
14:00					
14:30		Advocacy vs. Social Responsibility	Mid Plenary	[Insert article title]:'How to improve ELR?'	
15:00	Opening Plenary			We don't argue, we conduct LRG	
15:30					
16:00				Coffee Break	
16:30	Coffee Break				
17:00	These are a few of our favorite things: Academic Competitions	ShAAring is Caring!			
17:30					
18:00		Not good at goodbyes..			
18:30				Free	
19:00	Officers & Freshers' Workshops	Dinner	Dinner		
19:30	HoD				
20:00	Dinner				Dinner
20:30					
21:00	Socials				
21:30					

## Preparation and Reminders

In order to actively participate and contribute to the Workshops, please, do not forget to:

- Read these Working Materials cover to cover;
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- Read the [One Year Operational Plan \(OYOP\) of ELSA International 2021/2022](#);
- Bring your ELSA spirit, share your thoughts and suggestions, and leave your personal touch in the LXXX International Council Meeting!

Please read the aforementioned documents carefully. This is of great importance for the discussions and the outcome of the Workshop sessions.

Last but not least, please read the following draft agenda carefully and make notes on the issues that you would like to address during each workshop. If you wish to bring up topics that are not included in the agenda, please note them down and we will discuss them during the last session. Should you need any clarifications, please do not hesitate to contact the Vice President in charge of Academic Activities at [academicactivities@elsa.org](mailto:academicactivities@elsa.org) or the Vice President in charge of Moot Court Competitions of the International Board at [mootcourts@elsa.org](mailto:mootcourts@elsa.org).

To access most of the documents above you require a username and password.

Username: officer

Password: 7zXZZNq

Lastly, do not forget to bring your national/local sweets and/or drinks to share with the Workshop.

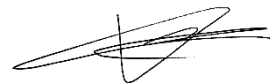
**It is our pleasure to welcome you to the AA & MCC Workshop, let's #BeTheChange we want to see in our beloved area!**



**Samira Safarova**

Vice President in charge of Academic  
Activities  
International Board of ELSA 2021/2022

&



**Mathieu Verhelst**

Vice President in charge of Moot Court  
Competitions  
International Board of ELSA 2021/2022

**Draft Agenda****Wednesday, 3rd November 2021***18:00 – 19:00***OPENING WORKSHOP****Description**

During the Opening Workshop, we will elect the Workshop Officers, namely the Chair, Vice Chair and the Secretaries. We will also present and approve the agenda as well as set the rules for our workshop. Our Internal Meetings have been strongly connected to icebreakers and games with the hope to ensure that we have the chance to get to know each other better.

**Outcome**

Election of Workshop Officers, approval of the Agenda and drafting of Workshop Rules. Getting to know other officers.

**Preparation**

None.

**Link**

<https://meet.google.com/krs-rucn-pce>

*19:00 – 19:30***OFFICERS AND FRESHERS WORKSHOPS****Description**

During this Workshop, participants elected to be the Officers will be prepared for their tasks during the week. At the same time people who attend the ICM for the first time will have the chance to get to know the customs and atmosphere of the event.

**Outcome**

Enable Workshop Officers to undertake their task.  
Presenting to new members content of the meeting.

**Preparation**

None.

**Link**

*The links for these workshops will be distributed at a later stage.*

19:30 – 20:00

### **HEAD OF DELEGATION'S MEETING**

#### **Description**

The Heads of Delegation are the main communication channel between the International Board and National Group. Although online, this ICM is not an exception hence the meeting of the Heads of Delegation will provide you with all the important and useful information.

#### **Outcome**

Heads of Delegation understand their tasks and responsibilities for the upcoming week.

#### **Preparation**

No preparation is required.

#### **Link**

[meet.google.com/icu-wbna-jun](https://meet.google.com/icu-wbna-jun)

### **Thursday, 4th November 2021**

10:00 – 11:30

### **WORK IN PROGRESS: INTERNATIONAL UPDATE**

#### **Description**

To welcome our Officers in the first AA & MCC Workshop, we will share detailed information about the current status of our projects on the International Level. The main purpose of this workshop is to create a space to discuss how National and Local Groups can contribute to the advancement of our projects. This workshop will explore the opportunities offered by the AA/MCC area on the international level – both to our Officers and our members as well as create an overview of the area. Our motto for the workshop is: “It takes both sides to build a bridge”.

#### **Outcome**

Updating workshop participants on the steps taken by ELSA International to secure the sustainability and the quality of our projects.

#### **Preparation**

Familiarise yourself with the [AA Handbook](#) and the [MCC Handbook](#).

#### **Link**

<https://meet.google.com/krs-rucn-pce>

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ACADEMIC ACTIVITIES & MOOT COURT COMPETITIONS WORKSHOP

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11:30 – 13:00

**PLEASE RISE! MOOT COURT COMPETITIONS****Description**

This workshop aims to explore the future possibilities to improve our International Moot Court Competitions - The Helga Pedersen Moot Court Competition and The John H. Jackson Moot Court Competition even further. Our motto for this workshop is: “The best way to predict the future is to create it”.

**Outcome**

Discovering the potential developments for the future of the international moot court competitions as well as national and local moot court competitions.

**Preparation**

Browse the websites of the [HPMCC](#) and [JHJMCC](#). Think about the changes you would like to see happening in ELSA’s two international moots.

**Link**

<https://meet.google.com/krs-rucn-pce>

14:30 – 16:30

**ADVOCACY VS. SOCIAL RESPONSIBILITY – JOINT WITH BEE****Description**

Continuously bringing focus to the purpose of our Association, we intend to make a positive impact in society with our projects while being the voice of law students and young lawyers. During this workshop, we will explore ways to undertake advocacy with our projects as well as talk about the main stages of advocating. Second part of this workshop will be dedicated to the social responsibility initiatives at ELSA, we will discuss the type of content that we should focus on as an Association to give back to society. Additionally, ELSA International will share information on the current steps taken related to advocacy and social responsibility. In the end, Proposal No.18 and Proposal No. 19 related to Social Responsibility Initiatives will be discussed. Our motto for this workshop is: “Make a change from ‘what it is’ to ‘what it should be’”.

**Outcome**

Better understanding of the ways and tools to implement advocacy and social responsibility.

**Preparation**

For this workshop, we have one question for you: Do you want to be the change? Think about how you can use your projects for advocacy purposes and which social responsibility initiatives can be implemented in your Group.

**Link**

<https://meet.google.com/krs-rucn-pce>

17:00 – 19:00

### **THESE ARE A FEW OUR FAVOURITE THINGS: ACADEMIC COMPETITIONS**

#### **Description**

As one of the most appealing projects, Academic Competitions have been significantly growing in the Network regardless of the difficulties faced due to the ongoing pandemic situation. This workshop will focus on discussing the future of the Academic Competitions family as a whole, especially focussing on the question how we can ensure continuity and the high quality within our Network. Aiming for the first-ever European Final Round of the ELSA Negotiation Competition, we will use this workshop to receive feedback from different Groups on their approach to the quality standards and the structure of the Competition. Finally, the workshop will discuss Proposal No. 16 on Academic Competitions and Proposal No. 17 on the ELSA Negotiation Competition. Our motto for this workshop will be: “Quality is a choice. Choose to make it better”.

#### **Outcome**

Discovering the ways to improve the Academic Competitions even further, also to analyse the obstacles to organise the ENC European Final Round.

#### **Preparation**

Familiarise yourself with the [Academic Competitions Handbook](#) and [Packages](#). Read Proposals No. 16 and 17.

#### **Link**

<https://meet.google.com/krs-rucn-pce>

### **Friday, 5th November 2021**

10:00 – 11:30

### **THE FUTURE OF OUR PROJECTS – JOINT WITH BEE, PD AND S&C**

#### **Description**

This workshop will be dedicated to analysing the current projects organised by the International Board of ELSA. With that in mind, we will go through the Flagships Projects of ELSA as well as the other projects that are currently organised to see how we can develop them more sustainably and efficiently.

#### **Outcome**

Discussion on the current projects organised by the International Board of ELSA and definition of priorities for the Network when it comes to their planning and execution.

#### **Preparation**

Analyse the projects organised by the International Board of ELSA and think on how they contribute to our Philosophy Statement, the impact they have and how they can be better developed.

**Link**

[meet.google.com/wiu-znqi-ymn](https://meet.google.com/wiu-znqi-ymn)

11:30 – 13:00

**IFP AND THE ANNUAL HUMAN RIGHTS CAMPAIGN – JOINT WITH BEE, PD AND S&C****Description**

This workshop will focus on setting our further goals for the Annual Human Rights Campaign and the next cycle of the International Focus Programme with the aim of enforcing our commitment to Human Rights. During the workshop, ELSA International will present the efforts made on the Annual Human Rights Campaign. Considering that we are slowly approaching the end of the current IFP cycle on Law and Technology, the workshop will discuss and shortlist the Input Papers on the new IFP topic. The main purpose of this workshop is to ensure that our Officers understand the objectives and the structure of Annual Human Rights Campaign and the IFP cycle, as well as the roles of National and Local Groups toward these projects. Finally, Proposal No. 20 related to Human Rights will be discussed.

**Outcome**

Workshop participants will get detailed information on the current status of the Human Rights initiatives at ELSA. Also, Officers will have a better understanding of the structure and purposes of the Campaigns.

**Preparation**

Think about this question: which steps need to be taken to make our Campaigns more impactful?

**Link**

<https://meet.google.com/ume-odna-bnd>

**Saturday, 6th November 2021**

10:00 – 11:30

**10 KEY TIPS: ‘HOW TO BE A SUCCESSFUL PROJECT MANAGER’****Description**

Diving into the details of our projects is the first step, but the key to success depends on how you will manage all the organisational phases of your projects and this part requires more than knowledge: it requires specific skills. This workshop aims to share tips for being a successful project manager. During the second part of the workshop, participants will share their experiences and the difficulties they face in their respective Groups as project managers. Our motto for this workshop will be: “Building on our strengths, we can accomplish great things”.

**Outcome**

Learning about the crucial aspects of being a project manager to reach success.

**Preparation**

Think about how you define “project manager”. While thinking about the definition, consider all difficulties you experience in your role as a project manager.

**Link**

<https://meet.google.com/krs-rucn-pce>

*11:30 – 13:00*

**WE COME BACK STRONGER: BACK TO PHYSICAL****Description**

After a long period of lockdowns and restrictions all over the world, a big part of the Network attempts to go back physical. Considering the difficulties of transitioning from the virtual to the physical world, we will discuss all aspects that need to be considered during this process, most notably planning our projects to reach the maximum number of people. Our motto for this workshop is: “We are going back to normal, but it’s a different normal”.

**Outcome**

Providing our Officers with useful information for making the switch to physical events.

**Preparation**

Think about the projects you are planning to organise physically and write down three answers to this question: What are your biggest concerns for organising physical projects?

**Link**

<https://meet.google.com/krs-rucn-pce>

*14:30 – 15:30*

**[INSERT ARTICLE TITLE]: ‘HOW TO IMPROVE ELR’****Description**

As one of the Flagship Projects of ELSA, ELSA Law Review proved to be a project with a big impact. Despite the fact that the ELSA Law Review has advanced a long way, we need to consider the constantly changing needs and interests of our members. During this workshop, ELSA International will present the efforts made on the ELSA Law Review and Blog. Additionally, we will create a space to discuss the legal writing initiatives from the point of view of different ELSA Groups. Our motto for this workshop is: “Make measurable progress in reasonable time”.

**Outcome**

Discovering the opportunities for the future development of the ELSA Law Review.

**Preparation**

Familiarise yourself with the [ELSA Law Review Handbook](#) and [Official Website](#).

**Link**

<https://meet.google.com/krs-rucn-pce>

15:30 – 16:30

**WE DON'T ARGUE, WE CONDUCT LRG.****Description**

Considering the growing interest in the Legal Research Groups within the Network, ELSA International will present all the work done in order to support the Groups for the organisation of this project. The workshop will focus on exploring new ways to make the Legal Research Groups reach their full potential. Our motto for this workshop is: "Change your ideas, but keep your focus".

**Outcome**

Better understanding of the organisation process of the Legal Research Groups and findings for the future of this project.

**Preparation**

None.

**Link**

<https://meet.google.com/krs-rucn-pce>

17:00 – 18:00

**SHAARING IS CARING!****Description**

Now when you are familiar with our area – it is your time to shine! Hence, prepare a presentation or collect promotional materials and present your unique projects and ideas to the Network – Our motto for this workshop is: "The more we share, the more we have".

**Outcome**

An overview and update on the projects across the Network.

**Preparation**

Prepare presentations of the projects of your Local and/or National Group or any other materials that can be shared with the network.

**Link**

<https://meet.google.com/krs-rucn-pce>

18:00 – 19:00

### **NOT GOOD AT GOODBYES...**

#### **Description**

All good things must come to an end. We will take some time to evaluate the ICM and hold a final Q&A session insofar it is needed. It is a chance to catch up on anything we missed during the week, take some pictures, and say goodbyes to our workshop until spring (or the next open call). Our final motto will be: “Every ending is just a new beginning”.

#### **Outcome**

Feedback for the International Board of ELSA to improve.

#### **Preparation**

Think about your favourite and least favourite moments during the workshops – what made them good or bad, in your opinion? What can we improve for the next ICM?

#### **Link**

<https://meet.google.com/krs-rucn-pce>

## PROFESSIONAL DEVELOPMENT WORKSHOP

## Timetable

	3rd November	4th November	5th November	6th November	7th November
	Wednesday	Thursday	Friday	Saturday	Sunday
8:30	Free	Breakfast			
9:00					
9:30					
10:00		This is a SOS!	The Future of our Projects	Professional Development Events	Final Plenary
10:30					
11:00					
11:30					
12:00		IFP and Annual Human Rights Campaign	PD Board Reform		
12:30					
13:00		Lunch			
13:30					
14:00					
14:30	Responsibilities of ELSA Groups about ELSA Traineeships Workshops and Proposals	Mid Plenary	Partners and TNPs engagement	Free	
15:00					
15:30					
16:00					
16:30	Coffee Break		Coffee Break		
17:00					
17:30	Trainees engagement and Reception	Development Goals of ELSA Traineeships			
18:00					
18:30	Opening Workshop	Dinner	Dinner		
19:00					
19:30					
20:00	Dinner	Dinner			
20:30					
21:00	Socials				
21:30					

## Preparation and Reminders

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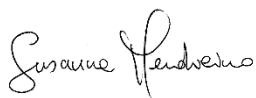
To access most of the documents above you require username and password.

Username: officer

Password: 7zXZZNq

Lastly, do not forget to bring your national/local sweets and/or drinks to share with the Workshop.

**It is my pleasure to welcome you to the Professional Development Workshop!**



**Susanna Mendicino**

Vice President in charge of Professional Development of the International Board of ELSA  
2021/2022

**Draft Agenda****Wednesday, 3rd November 2021***18:00 – 19:00***OPENING WORKSHOP****Description**

During the Opening Workshop, we will elect the Workshop Officers, namely the Chair, Vice Chair and the Secretaries. We will also present and approve the agenda as well as set the rules for our workshop. Our Internal Meetings have been strongly connected to icebreakers and games with the hope to ensure that we have the chance to get to know each other better.

**Outcome**

Election of Workshop Officers, approval of the Agenda and drafting of Workshop Rules. Getting to know other officers.

**Preparation**

None.

**Link**

<https://meet.google.com/krs-rucn-pce>

*19:00 – 19:30***OFFICERS AND FRESHERS WORKSHOPS****Description**

During this Workshop, participants elected to be the Officers will be prepared for their tasks during the week. At the same time people who attend the ICM for the first time will have the chance to get to know the customs and atmosphere of the event.

**Outcome**

Enable Workshop Officers to undertake their task.  
Presenting to new members content of the meeting.

**Preparation**

None.

**Link**

*The links for these workshops will be distributed at a later stage.*

19:30 – 20:00

### **HEAD OF DELEGATION'S MEETING**

#### **Description**

The Heads of Delegation are the main communication channel between the International Board and National Group. Although online, this ICM is not an exception hence the meeting of the Heads of Delegation will provide you with all the important and useful information.

#### **Outcome**

Heads of Delegation understand their tasks and responsibilities for the upcoming week.

#### **Preparation**

No preparation is required.

#### **Link**

[meet.google.com/icu-wbna-jun](https://meet.google.com/icu-wbna-jun)

### **Thursday, 4th November 2021**

10:00 – 13:00

### **THIS IS A SOS!**

#### **Description**

The SOS - STEP Online System is one of the most important tools that a Professional Development Officer needs to use throughout the ELSA Traineeships Cycle and in particular during the Verification and Matching process. The internal interface can be sometimes difficult to use and not user-friendly, especially for Freshers. During this workshop, we will analyse the main functionalities answering the most frequently asked questions. Furthermore, we will have the opportunity to discuss together the most frequent technical issues and share solutions. Last but not least, the participants - divided into groups - will take part in a practical session on “How to correctly verify a SAF”.

#### **Outcome**

The goal of this workshop is to provide participants with the technical knowledge about the SOS and the opportunity to share their difficulties in using the portal.

#### **Preparation**

Please read the [STEP Online System \(SOS\) Manual](#), the [Verification and Matching Guidelines](#) and Chapter 2 ELSA Traineeships, Part 7 Professional Development of the [International Council Meeting Decision Book, 55th Edition](#).

#### **Link**

[meet.google.com/ops-qtjy-row](https://meet.google.com/ops-qtjy-row)

14:30 – 16:30

## **RESPONSIBILITIES OF ELSA GROUPS ABOUT ELSA TRAINEESHIPS WORKSHOPS AND PROPOSALS**

### **Description**

During this workshop, we will analyse more in detail the responsibilities of ELSA International and the National Groups related to ELSA Traineeships as they are stated in the relative part of the International Council Meeting Decision Book with a particular focus on the obligations regarding the verification process of Traineeship Specification Forms and Student Application Forms. Lastly, we will analyse Proposal No. 21 regarding Article 3.1 of Chapter 2 ELSA Traineeships, Part 7 Professional Development of the International Council Meeting Decision Book.

### **Outcome**

Make the National Officers more aware of the responsibilities related to ELSA Traineeships and discuss the Proposal No. 21.

### **Preparation**

Read the Chapter 2 ELSA Traineeships, Part 7 Professional Development of the [International Council Meeting Decision Book, 55th Edition](#) and the Proposal No. 21.

### **Link**

[meet.google.com/ops-qtjy-row](https://meet.google.com/ops-qtjy-row)

17:00 – 19:00

## **TRAINEES ENGAGEMENT AND RECEPTION**

### **Description**

In order to make our beloved Flagship Project always more attractive for our members, it is important to have a successful promotional strategy and a strong system of support for applicants and trainees. In this workshop, we will share the best practices in terms of communication, promotional events, and help desks. Last but not least, we will focus on Reception: one of the characteristics that makes ELSA Traineeships different from any other traineeship programme.

### **Outcome**

The goal of this workshop is to make participants aware of the best practices and most common difficulties in Student Hunting and Reception activities and give them the opportunity to discuss and share new ideas in order to be more prepared for the upcoming ELSA Traineeships Cycles.

### **Preparation**

Read the [Reception Checklist](#)

### **Link**

[meet.google.com/ops-qtjy-row](https://meet.google.com/ops-qtjy-row)

**Friday, 5th November 2021**

*10:00 – 11:30*

**THE FUTURE OF OUR PROJECTS**—JOINT WITH BEE, AA/MCC AND S&C

**Description**

This workshop will be dedicated to analysing the current projects organised by the International Board of ELSA. With that in mind, we will go through the Flagships Projects of ELSA as well as the other projects that are currently organised to see how we can develop them more sustainably and efficiently.

**Outcome**

Discussion on the current projects organised by the International Board of ELSA and definition of priorities for the Network when it comes to their planning and execution.

**Preparation**

Analyse the projects organised by the International Board of ELSA and think on how they contribute to our Philosophy Statement, the impact they have and how they can be better developed.

**Link**

[meet.google.com/wiu-znqi-ymn](https://meet.google.com/wiu-znqi-ymn)

*11:30 – 13:00*

**IFP AND ANNUAL HUMAN RIGHTS CAMPAIGN** - JOINT WITH BEE, AA/MCC AND S&C

**Description**

This workshop will focus on setting our further goals for the Annual Human Rights Campaign and the next cycle of the International Focus Programme with the aim of enforcing our commitment to Human Rights. During the workshop, ELSA International will present the efforts made on the Annual Human Rights Campaign. Considering that we are slowly approaching the end of the current IFP cycle on Law and Technology, the workshop will discuss and shortlist the Input Papers on the new IFP topic. The main purpose of this workshop is to ensure that our Officers understand the objectives and the structure of Annual Human Rights Campaign and the IFP cycle, as well as the roles of National and Local Groups toward these projects. Finally, Proposal No. 20 related to Human Rights will be discussed.

**Outcome**

Workshop participants will get detailed information on the current status of the Human Rights initiatives at ELSA. Also, Officers will have a better understanding of the structure and purposes of the Campaigns.

**Preparation**

Think about this question: which steps need to be taken to make our Campaigns more impactful?

**Link**

<https://meet.google.com/ume-odna-bnd>

**Saturday, 6th November 2021**

*10:00 – 11:30*

**PROFESSIONAL DEVELOPMENT EVENTS****Description**

As the first year of activity of the Professional Development area's existence, it is of vital importance to continue the discussion started during the International Training Meeting about the project management of Professional Development Events.

**Outcome**

The goal of this workshop is to present the Professional Development Events organised in the ELSA Network so far and give the participants input for the organization of new ones. Also, and more important, the participants will have the chance to ask questions and to share their concerns, in order to allow ELSA International to have a clearer view on the implementation of the Board Reform under this aspect.

**Preparation**

Read [Professional Development Events presentation](#) made for the I Online International Training Meeting.

**Link**

[meet.google.com/ops-qtjy-row](https://meet.google.com/ops-qtjy-row)

*11:30 – 13:00*

**PD BOARD REFORM****Description**

In this workshop, we will focus more on the administrative aspect of the Board Reform in order to offer to the National Groups suggestions and guidance during the transition from STEP to Professional Development.

**Outcome**

Give the opportunity to the participants to share their experiences with the Board Reform in order to understand their necessities and difficulties so far.

**Preparation**

Read the [Board Reform Implementation Handbook](#) and the [September Monthly Report](#) of the Vice President in charge of Professional Development of the International Board of ELSA - Board Reform Implementation Paragraph.

**Link**

[meet.google.com/ops-qtjy-row](https://meet.google.com/ops-qtjy-row)

14:30 – 16:30

**PARTNERS AND TNPs ENGAGEMENT****Description**

The research of Traineeships Providers (aka TNPs) and Partners for Professional Development Projects is always challenging and sometimes can be difficult, especially for Freshers. In this workshop we will focus on the Regulations of the External Relations in ELSA and on the best strategies to attract new partners and providers and to make the more consolidated ones always feel engaged and satisfied. We will also have time to discuss how we can improve our offer and our overall External Relations Strategy in the Professional Development Area.

**Outcome**

This session aims to provide the participants with a stronger knowledge of the External Relations procedure and best practices in order to allow them to implement their National and Local Strategies.

**Preparation**

Read Chapter 3 (External Relations) of Part 2 (Board Management, External Relations and Expansion) of the [International Council Meeting Decision Book](#)

**Link**

[meet.google.com/ops-qtjy-row](https://meet.google.com/ops-qtjy-row)

18:00 – 19:00

**DEVELOPMENT GOALS OF ELSA TRAINEESHIPS****Description**

We will finish the Professional Development Workshops of the LXXX ICM from where we started: talking about ELSA Traineeships. Our Flagship Project will always be the main core of our area and for this reason, during the last session, we will look at it with a perspective to the future. What makes our Project special and should be reinforced? What are the weaknesses on which we should work on? How do we see ELSA Traineeships in five or ten years?

**Outcome**

The outcome of this workshop will be a clearer vision of the Network about the future development of ELSA Traineeships.

**Preparation**

Think about the characteristics of ELSA Traineeships that, in your experience, made it appealing for members and providers and the ones that caused you difficulties during the activity.

**Link**

[meet.google.com/ops-qtjy-row](https://meet.google.com/ops-qtjy-row)

## SEMINARS AND CONFERENCES WORKSHOP

## Timetable

	3rd November	4th November	5th November	6th November	7th November
	Wednesday	Thursday	Friday	Saturday	Sunday
8:30	Free	Breakfast			
9:00					
9:30					
10:00		Proposals	The Future of our Projects	It's getting cold in here	Final Plenary
10:30					
11:00					
11:30					
12:00		Proposals	IFP and Annual Human Rights Campaign	Break	
12:30					
13:00		Lunch			
13:30					
14:00					
14:30	Online Events 101	Mid Plenary	ELSA Law Schools	Free	
15:00					
15:30					
16:00					
16:30	Coffee Break		Coffee Break		
17:00					
17:30	OYOP		Behind the Scenes		
18:00					
18:30	Dinner		Dinner		
19:00					Officers & Freshers' Workshops
19:30		HoD			
20:00	Dinner	Dinner			
20:30					
21:00	Socials				
21:30					

## Preparation and Reminders

In order to actively participate and contribute to the Workshops, please, do not forget to:

- Read these Working Materials cover to cover;
- Read relevant parts of the [Statutes and Standing Orders in force after the LXXIX International Council Meeting of ELSA](#);
- Read relevant parts of the [International Council Meeting Decision Book, 55th Edition](#);
- Read the [One Year Operational Plan \(OYOP\) of ELSA International 2021/2022](#);
- Bring your ELSA spirit, share your thoughts and suggestions, and leave your personal touch in the LXXX International Council Meeting!

Please read the aforementioned documents carefully. This is of great importance for the discussions and the outcome of the Workshop sessions.

Last but not least, please read the following draft agenda carefully and make notes on the issues that you would like to address during each workshop. If you wish to bring up topics that are not included in the agenda, please note them down and we will discuss them during the last session. Should you need any clarifications, please do not hesitate to contact the Vice President in charge of Seminars & Conferences of the International Board at [seminarsconferences@elsa.org](mailto:seminarsconferences@elsa.org).

To access most of the documents above you require username and password.

Username: officer

Password: 7zXZZNq

Lastly, do not forget to bring your national/local sweets and/or drinks to share with the Workshop.

**It is my pleasure to welcome you to the S&C Workshop!**



**Valentin Badert**

Vice President in charge of Seminars & Conferences of the International Board of ELSA 2021/2022

**Draft Agenda****Wednesday, 3rd November 2021***18:00 – 19:00***OPENING WORKSHOP****Description**

During the Opening Workshop, we will elect the Workshop Officers, namely the Chair, Vice Chair and the Secretaries. We will also present and approve the agenda as well as set the rules for our workshop. Our Internal Meetings have been strongly connected to icebreakers and games with the hope to ensure that we have the chance to get to know each other better.

**Outcome**

Election of Workshop Officers, approval of the Agenda and drafting of Workshop Rules. Getting to know other officers.

**Preparation**

None.

**Link**

<https://meet.google.com/krs-rucn-pce>

*19:00 – 19:30***OFFICERS AND FRESHERS WORKSHOPS****Description**

During this Workshop, participants elected to be the Officers will be prepared for their tasks during the week. At the same time people who attend the ICM for the first time will have the chance to get to know the customs and atmosphere of the event.

**Outcome**

Enable Workshop Officers to undertake their task.  
Presenting to new members content of the meeting.

**Preparation**

None.

**Link**

*The links for these workshops will be distributed at a later stage.*

19:30 – 20:00

### **HEAD OF DELEGATION'S MEETING**

#### **Description**

The Heads of Delegation are the main communication channel between the International Board and National Group. Although online, this ICM is not an exception hence the meeting of the Heads of Delegation will provide you with all the important and useful information.

#### **Outcome**

Heads of Delegation understand their tasks and responsibilities for the upcoming week.

#### **Preparation**

No preparation is required.

#### **Link**

[meet.google.com/icu-wbna-jun](https://meet.google.com/icu-wbna-jun)

### **Thursday, 4th November 2021**

10:00 – 11:30

### **PROPOSALS**

#### **Description**

During this workshop we will discuss and vote on all the proposed amendments to the regulations of ELSA in the S&C area.

#### **Outcome**

Workshop recommendations regarding proposal.

#### **Preparation**

Read all the S&C Proposals (Proposal No. 15, 22, 23 and 24) carefully. Prepare concrete amendments if you have any, and, where possible, discuss them with the International Board first. This will allow the workshop to go much faster and more efficiently.

#### **Link**

[meet.google.com/wiu-znqi-ymn](https://meet.google.com/wiu-znqi-ymn)

11:30 - 13:00

### **FM PROPOSALS 2.0 - JOINT WITH FM**

#### **Description**

During this workshop, we will discuss and give recommendations to the International Council concerning all FM and S&C related proposals to amend current regulations.

**Outcome**

Recommendation to the Council regarding the FM proposals related to the Seminars and Conferences area.

**Preparation**

Read Proposal No. 11 and 25 carefully. Prepare concrete amendments if you have any, and where possible, discuss them with the Workshop Chairs/International Board beforehand. This will allow the workshop to go much faster and more efficiently.

**Link**

<https://meet.google.com/utq-ffia-ema>

*14:30 - 16:30*

**ONLINE EVENTS 101****Description**

During this workshop we will discuss our dear online events. Discussing the place of ELSA Webinars and EWAs in ELSA as well as discussing their potential improvements.

**Outcome**

Participants of the workshop comprehend the necessary information concerning ELSA Webinars and ELSA Webinars Academy.

**Preparation**

Think about the potential improvements of ELSA Webinars and ELSA Webinars Academies.

**Link**

[meet.google.com/wiu-znqi-ymn](https://meet.google.com/wiu-znqi-ymn)

*17:00 - 18:30*

**OYOP****Description**

During this workshop, OYOP of ELSA International will be presented. Participants of the workshop will also exchange information about their plans for the term regarding the area of S&C.

**Outcome**

Participants of the workshop launch collaborations in promoting and organising S&C events.

**Preparation**

Bring your One Year Operational Plan (if you do not have one yet - write in bullet points your plans for the term, highlighting the biggest projects of your term). Think about your personal and ELSA goals for this year and what could be the means to achieve them.

**Link**[meet.google.com/wiu-znqi-ymn](https://meet.google.com/wiu-znqi-ymn)**Friday, 5th November 2021***10:00 – 11:30***THE FUTURE OF OUR PROJECTS - JOINT WITH BEE, AA/MCC AND PD****Description**

This workshop will be dedicated to analysing the current projects organised by the International Board of ELSA. With that in mind, we will go through the Flagships Projects of ELSA as well as the other projects that are currently organised to see how we can develop them more sustainably and efficiently.

**Outcome**

Discussion on the current projects organised by the International Board of ELSA and definition of priorities for the Network when it comes to their planning and execution.

**Preparation**

Analyse the projects organised by the International Board of ELSA and think on how they contribute to our Philosophy Statement, the impact they have and how they can be better developed.

**Link**[meet.google.com/wiu-znqi-ymn](https://meet.google.com/wiu-znqi-ymn)*11:30 – 13:00***IFP AND ANNUAL HUMAN RIGHTS CAMPAIGN - JOINT WITH BEE, AA/MCC AND PD****Description**

This workshop will focus on setting our further goals for the Annual Human Rights Campaign and the next cycle of the International Focus Programme with the aim of enforcing our commitment to Human Rights. During the workshop, ELSA International will present the efforts made on the Annual Human Rights Campaign. Considering that we are slowly approaching the end of the current IFP cycle on Law and Technology, the workshop will discuss and shortlist the Input Papers on the new IFP topic. The main purpose of this workshop is to ensure that our Officers understand the objectives and the structure of Annual Human Rights Campaign and the IFP cycle, as well as the roles of National and Local Groups toward these projects. Finally, Proposal No. 20 related to Human Rights will be discussed.

**Outcome**

Workshop participants will get detailed information on the current status of the Human Rights initiatives at ELSA. Also, Officers will have a better understanding of the structure and purposes of the Campaigns.

**Preparation**

Think about this question: which steps need to be taken to make our Campaigns more impactful?

**Link**

<https://meet.google.com/ume-odna-bnd>

**Saturday, 6th November 2021**

*10:00 – 12:00*

**IT'S GETTING COLD IN HERE****Description**

During this workshop, we will discuss how to organise International Conferences of ELSA step by step. Additionally, ELSA International will present the update with regards to this project and the International Speaker Database

**Outcome**

Participants of the workshop know if it is feasible and how to organise the International Conference of ELSA in their country/Local/National Group.

**Preparation**

None.

**Link**

[meet.google.com/wiu-znqi-ymn](https://meet.google.com/wiu-znqi-ymn)

*14:30 – 16:30*

**ELSA LAW SCHOOLS****Description**

ELSA Law Schools are one of the leading academic events of the Network. Nevertheless, in order to fully flourish, the project still requires improvements. During the workshop, the unification process, its problems and solutions to improve the overall quality of ELSA Law Schools will be discussed. We also discuss the specific case of Winter ELSA Law Schools and how to improve their quality individually.

**Outcome**

Participants of the workshop are aware of the current problems concerning ELSA Law Schools. Workshop comes up with potential solutions to improve the overall WELS Cycle.

**Preparation**

Read the [ELSA Law Schools Handbook](#).

**Link**

[meet.google.com/wiu-znqi-ymn](https://meet.google.com/wiu-znqi-ymn)

*17:00 – 18:30*

**BEHIND THE SCENES****Description**

It is story time! During this workshop National and Local Officers will be divided. Each group will be sharing what they have done from the beginning of the term, what are the plans for the upcoming months, what problems have been faced, and what have been achieved. We will go in the behind the scenes of our active S&C Officer life.

**Outcome**

Participants of the workshop exchanged ideas, advice, and problems they faced, which are connected to being a National or Local Officer, or a fresher and help each other as a S&C Family!

**Preparation**

Make a list of the problems you have faced so far and what did you manage to achieve.

**Link**

[meet.google.com/wiu-znqi-ymn](https://meet.google.com/wiu-znqi-ymn)

*18:30 – 19:00*

**CLOSING****Description**

This will be the moment for final questions, feedback, and sweet goodbyes before the next International Council Meeting

**Outcome**

A satisfactory closure of the week and maybe some tears.

**Preparation**

Think critically about the week and if the next IB can improve the ICMs even more!

**Link**

[meet.google.com/wiu-znqi-ymn](https://meet.google.com/wiu-znqi-ymn)

## REPORTS

[ACTIVITY REPORT OF THE INTERNATIONAL BOARD 2021/2022](#)

[ACTIVITY REPORT OF THE INTERNATIONAL BOARD 2020/2021](#)

[ACTIVITY REPORT OF THE ELSA INTERNATIONAL TEAM 2020/2021](#)

[I INTERNATIONAL TRAINING MEETING REPORT](#)

## PROPOSALS

### THE INTERNATIONAL BOARD

#### No. 1: Standing Orders amendment concerning the Members and Observers section

The International Board of ELSA is proposing the following to the International Council:

## Members and Observers

[...]

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### Article 4 – Organisation

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[...]

#### 4.4 Election of the Host

~~The International Council shall elect a host for the International Council Meeting responsible for the practical organisation. The International Board of ELSA shall justifiably recommend to the International Council whether to accept or decline an application to host an International Council Meeting. The election of an International Council Meeting Host shall be taken by means of an absolute majority of votes of the Member National ELSA Groups represented and able to vote. No decision can be taken upon the application earlier than 20 months before the International Council Meeting the ELSA group has applied to host. If there is no host elected by the International Council two International Council Meetings prior to the respective International Council Meeting, the International Board of ELSA shall issue a call for hosts via the mailing lists. After examining the applications received, the International Board of ELSA shall appoint a host. If no host is appointed six months prior to the latest possible date of the opening of the International Council Meeting, the International Board is responsible for organising the meeting. At such a meeting, the respective International Council Meeting Decision Book regulations do not apply.~~

#### 4.4 Election of the Host

- a. The International Council shall elect a host for the International Council Meeting responsible for the practical organisation.
- b. The election of an International Council Meeting host shall be taken by means of an absolute majority of votes of the Member National Groups represented and able to vote. No decision can be taken upon the application earlier than 20 months before the International Council Meeting the ELSA group has applied to host.
- c. The International Board of ELSA:
  - i. shall justifiably recommend to the International Council whether to accept or decline an application to host an International Council Meeting.
  - ii. shall issue a call for hosts via the mailing list if there is no host elected by the International Council two International Council Meetings prior to the respective International Council Meeting.

- iii. is responsible for organising the meeting if no host is appointed six months prior to the latest possible date of the opening of the International Council Meeting. At such a meeting, the respective International Council Meeting Decision Book regulations do not apply.

**Comments:**

No change in content, only a new structure for easier overview.

## No. 2: Standing Orders amendment concerning the International Council section

The International Board of ELSA is proposing the following to the International Council:

# The International Council

[...]

## Article 4 – Organisation

[...]

### 4.2 Dates

~~The first International Council Meeting of the term shall begin on a Wednesday and end on the following Sunday. The second International Council Meeting of the term shall begin on a Sunday and end on the following Sunday. The first International Council Meeting of the term shall start no earlier than the second Wednesday of October and shall finish no later than the third Sunday of November. The second International Council Meeting of the term shall start no earlier than the third Sunday of March and shall finish no later than the last Sunday of April. The second International Council Meeting of the term shall start no earlier than 140 days from the last official day of the first International Council Meeting of the term. The International Board, in cooperation with the Organising Committee of the International Council Meeting, is responsible for choosing the specific dates and for organising the International Council Meeting. The International Board may derogate from these regulations if the International Council Meeting takes place online.~~

### 4.2 Dates

- a. The first International Council Meeting of the term shall:
  - i. begin on a Wednesday and end on the following Sunday;
  - ii. start no earlier than the second Wednesday of October and finish no later than the third Sunday of November.
- b. The second International Council Meeting of the term shall:
  - i. begin on a Sunday and end on the following Sunday;
  - ii. start no earlier than the third Sunday of March and finish no later than the last Sunday of April;
  - iii. start no earlier than 140 days from the last official day of the first International Council Meeting of the term.
- c. The International Board, in cooperation with the Organising Committee of the International Council Meeting, is responsible for choosing the specific dates and for organising the International Council Meeting.
- d. The International Board may derogate from these regulations if the International Council Meeting takes place online.

### Comments:

No change in content, only a new structure for easier overview.

### No. 3: Standing Orders amendment concerning the International Council section

The International Board of ELSA is proposing the following to the International Council:

## The International Council

[...]

### Article 7 – Voting Procedure

[...]

#### 7.5 Procedure for Excessive Number of the Nominated International Council Meeting Officers

In case the number of International Council Meeting Officers nominated for the same position exceeds the number of available spots, the following election procedure shall apply:

- a. Each Member may cast a number of votes corresponding to the number of available spots;
- ~~b. A separate vote shall be held for each category of officers~~
- ~~c. If a secret vote is requested by a Member, the procedure outlined in articles 7.2 and 7.3 shall be followed;~~
- ~~d. If, after the first voting, there is a tie between any of the Nominated International Council Meeting Officers, a second voting shall be held for them;~~
- ~~e. The second voting shall follow the procedure set under Article 7.4.a;~~
- ~~f. If the maximum number of International Council Meeting Officers is not reached, the Chair shall ask for new nominations and proceed to the voting of those, or in case of no new nominations, postpone the election until the next Plenary Session.~~
- c. The International Council shall vote on all nominees in one voting indicating which nominees they are in favour of, whether they are against all or if they wish to abstain from voting;
- d. The nominees who obtain the most votes in favour, equalling the number of available spots, shall be elected.
- e. If, after the first voting, there is a tie between nominees that are to be considered eligible for the last available spot, there shall be a revote on those nominees. The nominee who obtains the most votes in favour in the revote shall be elected.

#### Comments:

The voting procedure should be the same as for the proposals in art. 7.2. It is easier in this way and adds to the consistency of the SO. c. and e. are not necessary, as they are already to be followed according to the SO. f. is in the wrong article, should be under art. 6.5.

**No. 4: Standing Orders amendment concerning the International Council section**

The International Board of ELSA is proposing the following to the International Council:

## The International Council

[...]

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**Article 6 – General Procedure**

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[...]

### 6.5 Election and Role of other International Council Meeting Officers

After the announcement of the first list of votes, the following officers of the International Council Meeting shall be elected:

- a. Two to four Secretaries, who shall keep the minutes of the meeting and shall be responsible to the Secretary General of the International Board;
- b. In case there are elections to be held which require a nomination, a Nominations Committee, consisted of three members who shall receive nominations for the elections and announce them to the International Council;
- c. In case of a physical meeting without e-voting, two to six Tellers, who shall count the votes, compare the results of the counting process and inform the Chair about the result; the Tellers may not be voting delegates;
- d. If the maximum number of International Council Meeting Officers is not reached, the Chair shall ask for new nominations and proceed to the voting of those, or in case of no new nominations, postpone the election of the remaining positions until the next Plenary Session.

**Comments:**

Clarifying that the Nominations Committee only needs to be elected when there are elections which require a nomination. Adding art. 7.5.f. at the appropriate spot in the SO and clarifying the postponing.

**No. 5: Standing Orders amendment concerning the International Board section**

The International Board of ELSA is proposing the following to the International Council:

## The International Board

[...]

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**Article 11 – Nominations and Elections**

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[...]

**11.3 Election Procedure**

~~The following rules shall apply in regards to the election procedure of the International Board:~~

- ~~a. — The elections start with the reading out by the Nominations Committee of all nominations duly received.~~
- ~~b. — Each nominee shall be granted five minutes for a short presentation before the International Council.~~
- ~~c. — After each presentation, the International Council shall be granted 10 minutes to ask the nominee questions. During the presentation and hearing, no person shall leave the meeting room.~~
- ~~d. — The nominees standing for the same position must leave the meeting room during the presentation and hearing of their fellow nominees.~~
- ~~e. — After the presentation and hearing of all nominees, the delegates of the National Groups shall be given considerable time to discuss how to vote.~~
- ~~f. — A nominee shall be elected to the International Board if they obtain an absolute majority of the votes cast.~~
- ~~g. — If, after the first election for a position on the International Board, no nominee obtains an absolute majority of the votes cast and there is more than one nominee, another election shall be held for which only the two nominees who obtained the most votes in the first election shall be eligible.~~
- ~~h. — If, in the second election, no nominee obtains an absolute majority of the votes cast, a third election shall be held for which only the nominee who obtained the most votes in the second election shall be eligible.~~
- ~~i. — If, after the first or second election, there is a tie between any of the nominees who are to be considered eligible for a next election, the voting shall be repeated with these nominees and any nominee who has obtained more votes, if any.~~
- ~~j. — If, after the election for a position on the International Board, no nominee obtains an absolute majority of the votes cast because the nominees received an equal amount of votes, another voting shall be held. Before the voting, the International Council shall be granted 10 minutes to ask the nominee questions following which the delegates of the National Groups shall be given considerable time to discuss how to vote.~~

11.3 Election Procedure

- a. The following rules shall apply in regard to the election procedure of the International Board:
  - i. The elections start with the reading out by the Nominations Committee of all nominations duly received.
  - ii. Each nominee shall be granted five minutes for a short presentation before the International Council.
  - iii. After each presentation, the International Council shall be granted 10 minutes to ask the nominee questions. During the presentation and hearing, no person shall leave the meeting room.
  - iv. The nominees standing for the same position must leave the meeting room during the presentation and hearing of their fellow nominees.
  - v. After the presentation and hearing of all nominees, the International Council shall be given considerable time to discuss how to vote.
  - vi. A nominee shall be elected to the International Board if they obtain an absolute majority of the votes cast.
- b. If, after the first election for a position in the International Board no nominee obtains an absolute majority of the votes cast and there is more than one nominee, the nominee with the least amount of votes shall be eliminated.
- c. The procedure described in art 11.3 b shall be repeated until one nominee remains. Following this procedure, the last nominee shall be voted according to Article 11.3 a. vi.
- d. If there is a tie between any of the nominees who are to be considered eligible for a next election and there are more than two nominees, the voting shall be repeated once with these nominees. If, after this vote, there is still a tie between the nominees, none of them are eligible for the next election.
- e. If there are two nominees remaining and there is a tie between these nominees, the voting shall be repeated. If after five rounds of voting, there is still a tie, a coin shall be flipped to decide who will be eligible for the next election. The last nominee shall be voted on according to Article 11.3.a.vi.
- f. In the case of a vote according to Articles 11.3. b to e, the International Council shall be granted 10 minutes to ask questions to the nominee(s) qualified for the vote. The International Council shall then be given considerable time to discuss how to vote.

**Comments:**

Restructuring of a. and new election procedure in the case of several nominees for the same position or a tie between the nominees.

## No. 6: International Council Meeting Decision Book amendment concerning the Strategic Planning section of the General part

The International Board of ELSA is proposing the following to the International Council:

### CHAPTER 1. STRATEGIC PLANNING

[...]

#### Article 2. Evaluation

[...]

2.2 The International Board of ELSA shall prepare the Strategic Plan Yearly Report and publish it by the 31st of July ~~discuss it at the second International Council Meeting of the term.~~ It shall summarise the Strategic Plan and critically compare the level of achievement to previous results. The Strategic Plan Yearly Report shall be presented by the International Board of ELSA who elaborated the Report and discussed at the first International Council Meeting of the subsequent term.

~~2.3 The Strategic Plan Final Report shall be prepared by the International Board of ELSA and presented during an International Council Meeting in the last year of the Strategic Plan in force. It shall include overall information, final conclusions and statistics reflecting the fulfilment of the Strategic Plan as well as recommendations for the adoption of the succeeding Strategic Plan.~~

~~2.34~~ 2.3 The Strategic Plan Final Report shall be finalised by the International Board of ELSA with updated information covering the entire duration of the Strategic Plan, ~~including the fifth year of its implementation.~~ It shall be ready for presentation at the first International Council Meeting after the last year of the Strategic Plan in force. It shall include overall information, final conclusions and statistics reflecting the fulfilment of the Strategic Plan as well as recommendations for the adoption of the succeeding Strategic Plan.

#### Comments:

This proposal aims at ensuring an effective evaluation of our Strategic Plans. Firstly, by changing the deadline of publication and discussion of the Strategic Plan Yearly Report, we intend to make sure that it includes the efforts done during the entirety of the term and not just those made until the second International Council Meeting, just like what is done with the Annual Report. That being the case, we also want to ensure that the Network has the opportunity to discuss the Report, at the first International Council Meeting of the subsequent term. Secondly, this proposal also aims at clarifying the Strategic Plan Final Report, by simplifying it. Thus, instead of having a presentation during the last year of the Strategic Plan and then another discussion on a similar document in a subsequent International Council Meeting, we propose to have one final evaluation moment, after the last year of the Strategic Plan in force.

**No. 7: International Council Meeting Decision Book amendment concerning the Advisory Body chapter of the General part and the Internal Affairs chapter of the Internal Management part**

The International Board of ELSA is proposing the following to the International Council:

**CHAPTER 7. ADVISORY BODY****Article 1. Advisory Body**

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1.1 The Advisory Body of ELSA is responsible for the continuity and credibility of the association by advising the International Board of ELSA.

1.2 The Advisory Body of ELSA shall be appointed by the International Board of ELSA for a period of three years and shall be composed of a minimum of three people.

1.3 The Advisory Body shall consist of ELSA alumni, the past immediate member(s) of the International Board of ELSA and third-parties with demonstrated expertise in their respective field.

1.4 The President of the International Board of ELSA shall serve as the Chair of the Advisory Body.

**CHAPTER 4. INTERNAL AFFAIRS**

[...]

**Article 3. Advisory Body**

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~~3.1 The Advisory Body of ELSA is responsible for the continuity and credibility of the association by advising the International Board of ELSA.~~

~~3.2 The Advisory Body of ELSA shall be appointed by the International Board of ELSA for a period of three years and shall be composed of a minimum of three people.~~

~~3.3 The Advisory Body shall consist of ELSA alumni, the past immediate member(s) of the International Board of ELSA and third-parties with demonstrated expertise in their respective field.~~

~~3.4 The President of the International Board of ELSA shall serve as the Chair of the Advisory Body.~~

**Comments:**

The Advisory Body is an entity that supports all International Board members and therefore should be regulated in the general part of the Decision Book.

**No. 8: International Council Meeting Decision Book amendment concerning the External Relations section of the Board Management, External Relations and Expansion part**

The International Board of ELSA is proposing the following to the International Council:

**CHAPTER 3. EXTERNAL RELATIONS**

[...]

**Article 2. Procedures**

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[...]

2.4 The procedure for contacting for project or event sponsorship, or donations, shall be the following:

- a. Before contacting a corporate or institutional contact, the Organising Committee of a project or event that is organised or co-organised by ELSA International (e.g. the International Council Meetings, the HPMCC ~~EHRMCC~~, and the JHJMCC) shall request permission from the International Board of ELSA and any respective National Group.

**Comments:**

This proposal is meant to update the name of the recently rebranded competition.

**No. 9: International Council Meeting Decision Book amendment concerning the Internal Affairs section of the Internal Management part**

The International Board of ELSA is proposing the following to the International Council:

**CHAPTER 4. INTERNAL AFFAIRS**

[...]

**Article 4. One Year Operational Plan**

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[...]

4.4 The International Board of ELSA shall submit a copy of their One Year Operational Plan to the Network via the mailing lists by the 1st of September.

**Comments:**

The OYOP of the International Board is sent to the Network every year, but this is not regulated anywhere.

**No. 10: International Council Meeting Decision Book amendment concerning the International Council Meetings section of the Internal Management part**

The International Board of ELSA is proposing the following to the International Council:

**CHAPTER 4. INTERNATIONAL COUNCIL MEETINGS**

[...]

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**Article 3. Reimbursements for International Council Meetings**

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3.1 The International Board of ELSA shall ensure that the following obligations shall be included in the Hosting Agreement:

- a. That if an International Council Meeting of ELSA is cancelled, a financial report shall be prepared and submitted to the International Board containing information about all income and expenditure incurred divided into the different bookable options during the registration process;
- b. Any reimbursements to participants must be ~~made~~ calculated separately on the basis of the different bookable options during the registration process.

**Comments:**

Correction to match Article 6 of Chapter 5.

**No. 11: International Council Meeting Decision Book amendment concerning the Event Fees section of the Financial Management part**

The International Board of ELSA is proposing the following to the International Council:

**CHAPTER 6. EVENT FEES**

[...]

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**Article 6. ELSA Law Schools Administrative Fee**

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6.1. The National or Local Group organising an ELSA Law School and being part of an ELSA Law School Cycle shall pay an administrative fee of ~~€250.00 to ELSA as specified in the respective ELSA Law School Cycle Calendar~~ €300.00 including a deposit of €50,00 to ELSA as specified in the respective ELSA Law Schools Cycle Calendar. The deposit of €50,00 shall be reimbursed to the Organising Group after the completion of the respective ELSA Law Schools evaluation form by the Organising Committee.

6.2. The International Board of ELSA may waive the administrative fee if the ELSA Law School is cancelled.

**Comments:**

It is important for ELSA International to know about the quality and feedback from each ELSA Law School in order to improve the overall organisation of the project, and evaluation forms are therefore vital to achieve these goals. This deposit was in our Decision Book years ago and since its removal we have observed how the number of evaluation forms submitted have considerably decreased. Therefore, this proposal aims at incentivising Organising Committees to fulfil their obligations.

## No. 12: International Council Meeting Decision Book amendment concerning a new section of the Financial Management part

The International Board of ELSA is proposing the following to the International Council:

### CHAPTER 8. FINANCIAL MANAGEMENT OF ELSA PROJECTS

#### Article 1. Academic Activities

1.1. The allowances of the Vice President in charge of Academic Activities of the International Board of ELSA should be covered by the projects organised within this area.

1.2. Regarding the reserve of the Helga Pedersen Moot Court Competition, ELSA shall capitalise a minimum of 5% of the income of the competition every year<sup>1</sup>.

1.3. The reserve of the Helga Pedersen Moot Court Competition shall be used in the following way:

- a. 70% of the reserve may be used per edition to cover indispensable expenses if the income is insufficient;
- b. 20% of the reserve may be used per edition for investments made in order to improve the competition in the long term.

#### Article 2. Moot Court Competitions<sup>2</sup>

2.1. The allowances of the Vice President in charge of Moot Court Competitions of the International Board of ELSA should be covered by the projects organised within this area.

2.2. Regarding the reserve of the John H. Jackson Moot Court Competition, ELSA shall capitalise a minimum of 5% of the income of the John H. Jackson Moot Court Competition every year.

2.3. The reserve of the John H. Jackson Moot Court Competition shall be used in the following way:

- a. 70% of the reserve may be used per edition to cover indispensable expenses if the income is insufficient;
- b. 20% of the reserve may be used per edition for investments made in order to improve the competition in the long term.

<sup>1</sup> As accepted by the International Council during the LXXIX International Council Meeting of ELSA, as of 1st of August 2022, the Helga Pedersen Moot Competitions will be the responsibility of the Vice President in charge of Competitions. After the 1st of August 2022, sections 2 and 3 from Article 1 will be moved to Article 2.

<sup>2</sup> As accepted by the International Council during the LXXIX International Council Meeting of ELSA, as of 1st of August 2022, the Moot Court Competitions Area will be renamed to Competitions.

**Article 3. Professional Development**

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3.1. The allowances of the Vice President in charge of Professional Development of the International Board of ELSA should be covered by the projects organised within this area.

**Article 4. Seminars and Conferences**

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4.1. The allowances of the Vice President in charge of Seminars and Conferences of the International Board of ELSA should be covered by the projects organised within this area.

**Article 5. Exceptions**

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5.1. ELSA projects can cover allowances of other International Board Members strategically involved in the organisation of the project.

5.2. If the projects of an Area are not enough to cover the allowances of the International Board Member in charge of the Area, they can be covered by the General Budget of the Association.

## **CHAPTER ~~8~~9. THE ELSA DEVELOPMENT FOUNDATION**

[...]

**Comments:**

The aim of this proposal is to consolidate the financial management of ELSA projects within our regulations, and not to limit them to the period where the Financial Strategy is applicable.

**No. 13: International Council Meeting Decision Book amendment concerning the Financial Strategy of ELSA 2019-2022 section of the Financial Management part**

The International Board of ELSA is proposing the following to the International Council:

**CHAPTER 11. FINANCIAL STRATEGY OF ELSA 2019-2022**

[...]

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**Article 12. The John H. Jackson Moot Court Competition**

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[...]

~~12.4 The reserve shall be used as following per edition:~~

- ~~a. 70% of the reserve may be used to cover indispensable expenses if the income is insufficient;~~
- ~~b. 20% of the reserve may be used for investments made in order to improve the competition in the long term.~~

**Comments:**

The Financial Strategy 2019-2022 established as a goal to constitute a reserve of 90.000 euros from the 19th Edition of the John H. Jackson Moot Court Competition. Once this goal has been achieved, the management of this reserve no longer belongs in the strategic planning chapter of the Financial Management part of our Decision Book, but a different section that gathers the Financial Management of ELSA Areas and Projects.

**No. 14: International Council Meeting Decision Book amendment concerning the Synergy section of the Marketing part**

The International Board of ELSA is proposing the following to the International Council:

**CHAPTER 4. SYNERGY****Article 1. General**

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1.1 Synergy is ELSA members' magazine online platform that covers activities of ELSA across National and Local Groups as well as external co-operations of ELSA International.

~~1.2 Synergy shall be published digitally twice a year. The first annual edition shall be published digitally the earliest in November and the latest in December. The second annual edition shall be published digitally the earliest in April and the latest in May.~~

1.3 ~~2~~ The Vice President in charge of Marketing of the International Board of ELSA is the editor-in-chief of Synergy. The editor-in-chief of Synergy shall:

- a. Update the online platform regularly with new articles;
- b. Ensure the quality of articles submitted;
- c. Regularly promote Synergy and the calls for articles.

~~1.4 The International Board of ELSA shall announce the publication of Synergy within one week after the publication by sending an email to the ELSA Network.~~

1.3 If National and Local Groups wish to promote their initiatives that are held in English on the Synergy platform, they shall submit their article three weeks prior to posting to the Vice President in charge of Marketing of the International Board of ELSA.

**Comments:**

The recent change to an only digital magazine has been a huge step towards a more sustainable association. After reviewing the statistics, the current format of Synergy presents poor performance. In this regard, the International Board of ELSA proposes to adopt a new platform which is much more user-friendly and that boasts a constant call for articles.

**No. 15: International Council Meeting Decision Book amendment concerning the Uniformity section of the Marketing part**

The International Board of ELSA is proposing the following to the International Council:

**CHAPTER 3. UNIFORMITY**

[...]

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**Article 2. Social Media**

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[...]

2.3 The name of a project's social media profile shall feature the full or abbreviated name of the project.

- a. The name for social media profiles for ELSA Law Schools shall follow the following format: "SELS/WELS (Name of Country) on (Topic)";
- b. The name for social media profiles for ELSA Webinars Academy shall follow the following format: "EWA (Name of Country or City) on (Topic)";
- c. The name for social media profiles for International Conferences of ELSA shall follow the following format: "ICE (Name of Country or City) on (Topic)".

**Comments:**

We are proposing to regulate the way International Conferences of ELSA are named on social media as it is a Flagship Project and we want to have it marketed in a uniform way all across the Network. Therefore, it is important to make sure that the name of social media profile is regulated in a same way like other projects.

## **No. 16: International Council Meeting Decision Book amendment concerning the Academic Competitions section of the Academic Activities and Moot Court Competitions part**

The International Board of ELSA is proposing the following to the International Council:

### **CHAPTER 3. ACADEMIC COMPETITIONS**

#### **Article 1. Academic Competitions**

[...]

##### 1.4 ELSA International shall:

- a. Ensure the quality of the Academic Competitions organised by National Groups;
- b. Provide support to organisers of the Academic Competitions (i.e. a coach from ELSA International and access to Academic Competitions materials);
- c. Create, annually revise and update tools facilitating the organisational process of the Academic Competitions.

#### **Article 2. ELSA Negotiation Competition**

[...]

##### 2.7 ELSA International shall:

- a. Coordinate and control the quality of the ELSA Negotiation Competitions organised by National Groups;
- b. Collect and compile the information submitted by National Groups on the ELSA Negotiation Competition website and publish that information at least one week before the date indicated in the Specification Form as the beginning of the application period for the National Round;
- ~~c. Provide support to organisers of the ELSA Negotiation Competition upon submitting the ENC specification Form (i.e. a coach from ELSA International and access to ENC materials);~~
- c. Provide joint promotion of the ELSA Negotiation Competition;
- ~~d. Create, annually revise and update tools facilitating the organisational process of the ELSA Negotiation Competition;~~
- d. Find an organiser for the European Final Round of the Negotiation Competition;
- e. Publish the final report of the ELSA Negotiation Competition no later than one month after the last day of the European Final Round. The final report must include a description of the competition, an overview of participating teams, judges, scores and concluding remarks.

#### **Comments:**

In view of the important role of the Academic Competitions in the Network, the International Board of ELSA proposes to regulate the responsibilities of ELSA International for ensuring the

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quality and supporting the organisation of not only the ELSA Negotiation Competition but also all Academic Competitions stated in the International Council Meeting Decision Book as already implemented in the experience. According to the proposal, relevant responsibilities of ELSA International towards the ELSA Negotiation Competition shall be removed from the Article 2.7 and shall be adapted to all Academic Competitions under the Article 1. The main purpose of this proposal is to ensure that ELSA International shall create a space to develop the quality and organisational support including but not limited to ELSA Negotiation Competition, ELSA Legal Debates and Client Interviewing Competition for the Network.

## No. 17: International Council Meeting Decision Book amendment concerning the Academic Competitions section of the Academic Activities and Moot Court Competition part

The International Board of ELSA is proposing the following to the International Council:

### CHAPTER 3. ACADEMIC COMPETITIONS

[...]

#### Article 2. ELSA Negotiation Competition

[...]

2.8 National Groups shall:

- a. Submit the ELSA Negotiation Competition Specification Form at least 45 days before the starting date of the respective ELSA Negotiation Competition;
- b. Organise, if applicable, a National Round of the ELSA Negotiation Competition, complying with the quality standards stated in Article 2.3, 2.4, 2.5 and 2.6, to select teams for the European Final Round;
- c. Submit, if applicable, their teams(s) for the European Final Round no later than ~~two~~ the 31st of May ~~months prior to the first day of the European Final Round~~;
- d. Promote the ELSA Negotiation Competition as a priority before other negotiation competitions outside of ELSA by using the provided marketing materials on every appropriate platform available to the National Group;
- e. Use promotional materials (i.e. official ENC logo) provided by ELSA International, for the National Rounds or European Final Round.

2.9 European Final Round:

- a. The European Final Round of the ELSA Negotiation Competition shall be annually organised by ELSA International in cooperation with a host organiser. The European Final Round shall start no earlier than the third Wednesday of September and shall finish no later than the last Sunday of December;<sup>3</sup>
- b. The International Board of ELSA shall open the call for the European Final Round Organiser for the ELSA Negotiation Competition ~~before the closing of the second International Council Meeting of the term~~ no later than the 31st of January. If no ~~o~~ Organiser is appointed before the ~~30th of September~~ second International Council Meeting, ELSA International is responsible for the organisation of the European Final Round of the ELSA Negotiation Competition;
- c. National Groups can submit up to two teams for the European Final Round who have participated in a National Round hosted after the 1st of September of the year prior to the European Final Round;
- d. The International Board of ELSA can cancel the European Final Round in case it receives applications from less than 10 National Groups by the deadline specified in Article 2.8 c. of this Chapter;

<sup>3</sup> If accepted by the International Council during the LXXX International Council Meeting of ELSA, this proposal shall enter into force on the 1st of January 2022.

- e. ~~ELSA International~~ The International Board of ELSA shall provide a hosting agreement with terms to be agreed upon and templates for applications for European Final Round Organiser, the latter containing: motivation letter, draft agenda, draft budget and organisational timeline;
- f. In appointing the European Final Round Organiser, the International Board of ELSA shall take the following criteria into account:
  - i. The financial situation of the National or Local Group;
  - ii. The accessibility of the proposed location;
  - iii. The support from the respective National Group (if applicant is a Local Group);
  - iv. The number of (international) events that could potentially affect the quality of the European Final Round, hosted by the National or Local Group;
  - v. The experience of the National or Local Group with regards to organising international or large national events, as well as competitions specifically.
- g. ELSA International may ask for additional documentation (e.g. previous final accounts, annual budget) in order to assess the criteria mentioned under Article 2.9 c. of this Chapter;
- h. ELSA International shall give each National or Local Group feedback regarding the assessment of the criteria mentioned under Article 2.9 c. of this Chapter.

**Comments:**

Discussions with the Network during the past months and ongoing preparation stage proved important difficulties for the organisation of the European Final Round that arose from the incomplete structure regulated in the Decision Book. Understanding the significance of the ELSA Negotiation Competition as one of the Flagship Projects of ELSA, we need to ensure that all National Rounds followed by the European Final Round are organised within the quality standards set in the International Council Meeting Decision Book. Considering the fact that the European Final Round depends on the status of the National Rounds, the International Board of ELSA proposes to regulate the specific dates: 1) Deadline for National Groups to submit their teams to the European Final Round; 2) Possible dates for the European Final Round; 3) Deadline for the appointment of the Host. The purpose of this proposal is to ensure that the organisation process of the National Rounds and the European Final Round goes properly. As the last part of the proposal, the International Board of ELSA introduces the minimum number of participating Groups in the European Final Round.

**No. 18: International Council Meeting Decision Book amendment concerning the Social Responsibility Initiatives section of the Academic Activities and Moot Court Competitions part**

The International Board of ELSA is proposing the following to the International Council:

**CHAPTER 5. SOCIAL RESPONSIBILITY INITIATIVES****Article 1. Social Responsibility Initiatives**

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1.1 Social Responsibility initiatives are projects that aim to make ELSA conscious about its community and to ensure its positive impact in society.

1.2 ELSA International shall:

- a. Provide necessary information and other assistance to National and Local Groups;
- b. Create, annually revise and update tools facilitating the organisational process of Social Responsibility Initiatives.

**Article 1 2. Rule of Law Educational Campaign (ROLE)**

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[...]

**Comments:**

The International Board of ELSA would like to introduce Article 1 to this chapter in order to regulate the definition and scope of social responsibility initiatives in the Network as well as the primary responsibilities of ELSA International. Following the discussions during the 79th International Council Meeting and the 1st International Training Meeting, we intend to strengthen our focus on social responsibility initiatives in the Network, therefore it is really important to have a clear definition in our regulations.

## **No. 19: International Council Meeting Decision Book amendment concerning the Social Responsibility Initiatives section of the Academic Activities and Moot Court Competitions part**

The International Board of ELSA is proposing the following to the International Council:

### **CHAPTER 5. SOCIAL RESPONSIBILITY INITIATIVES**

[...]

#### **Article 2. Rule of Law Educational Campaign (ROLE)**

2.1 The Rule of Law Educational Campaign is an initiative with the purpose of educating Europe's youth on their fundamental rights and Rule of Law.

2.2 The Rule of Law Education Campaign shall be organised in collaboration with ELSA Alumni.

2.3 ELSA International shall:

- a. Coordinate the implementation of the Rule of Law Education Campaign;
- b. Create, annually revise and update tools facilitating the organisational process of the Rule of Law Education Campaign;
- c. Appoint National Coordinators for the implementation of the Rule of Law Education Campaign in organising National Groups;
- d. Provide necessary information and other assistance to organising National Groups.

2.4 National Groups shall:

- a. Forward all relevant information regarding the Rule of Law Education Campaign received from ELSA International to Local Groups;
- b. Use promotional materials (i.e. official ROLE Campaign logo) provided by ELSA International.

#### **Comments:**

Upon the discussions with ELSA Alumni, it has been clarified that the correct name for the Campaign is as stated above: Rule of Law Education Campaign, which is also indicated in the official logo. The International Board of ELSA proposes to correct the name of the Campaign to prevent any misunderstandings that may occur in the future, especially during the promotion of the project. The Rule of Law Education Campaign is a project with a significant purpose of raising awareness on the Rule of Law in Europe, thus it is essential to introduce the fundamental responsibilities of the ELSA International and National Groups which are implementing the Campaign in their respective countries. The International Board of ELSA proposes to add the responsibilities of both in order to secure the future development and quality of the project.

## No. 20: International Council Meeting Decision Book amendment concerning the Human Rights Chapter of the Academic Activities and Moot Court Competitions part

The International Board of ELSA is proposing the following to the International Council:

### CHAPTER 6. HUMAN RIGHTS

#### Article 1. Coordination of Human Rights

1.1 Human rights shall be implemented in activities of ELSA primarily through organising annual campaigns, falling under the topic of the International Focus Programme the Annual Human Rights Campaign.

1.2 ELSA International shall:

- a. Publish at least one article on human rights in every issue of Synergy;
- b. Provide necessary information and other assistance to National and Local Groups;
- c. Coordinate the Annual Human Rights Campaign;
- d. Launch a call for ELSA Day Annual Human Rights Campaign topics no later than four weeks before the opening of the second International Council Meeting of the term;
- e. Create an ELSA Day Annual Human Rights Campaign Outline for the respective edition;
- f. Conduct the ~~annual ELSA Day~~ Annual Human Rights Campaign Competition.

1.3 National Groups shall:

- a. Submit the ~~ELSA Day Annual Human Rights Campaign~~ Specification Form and the ~~ELSA Day Annual Human Rights Campaign~~ Evaluation Form to ELSA International when an ELSA Day Annual Human Rights Campaign event has been organised by the National Group;
- b. Contribute to the Annual Human Rights Campaign;
- c. Ensure that Local Groups organise ELSA Day Annual Human Rights Campaign events;
- d. Ensure that Local Groups submit the ~~ELSA Day Annual Human Rights Campaign~~ Specification Form and the ~~ELSA Day Annual Human Rights Campaign~~ Evaluation Form to ELSA International when an ELSA Day Annual Human Rights Campaign event has been organised by the Local Group;
- e. Ensure that Local Groups contribute to the Annual Human Rights Campaign.

#### Article 2. ELSA Day

2.1 ELSA Day is a human rights forum constituting a part of ELSA's Annual Human Rights Campaign. ELSA Day consists of coordinated events organised by National and Local Groups on national and international standards of protection and implementation of human rights. The ELSA Day events shall be organised every last Wednesday of November.

#### Comments:

The International Board of ELSA proposes to clarify the article concerning the Coordination of Human Rights in ELSA in order to represent that the Annual Human Rights Campaign serves as our yearly campaign which ELSA Day is a project of. We therefore aim at clarifying the place of

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the Annual Human Rights Campaign in ELSA. Furthermore, we are proposing to delete the requirement for the Annual Human Rights Campaign to fall under the topic of IFP in order for this campaign to be more flexible and more adaptive to different Human Rights Topics.

The International Board of ELSA proposes to include the definition of the ELSA Day in the International Council Meeting Decision Book in order to ensure harmonisation of the project in the Network as well as to prevent any misunderstandings may arise from the link between ELSA Day and the Annual Human Rights Campaign.

## No. 21: International Council Meeting Decision Book amendment concerning the ELSA Traineeships Section of the Professional Development Part

The International Board of ELSA is proposing the following to the International Council:

### CHAPTER 2. ELSA TRAINEESHIPS

[...]

#### Article 3. Responsibilities

##### 3.1 ELSA International shall:

- a. Produce and make available to National Groups tools necessary for ELSA Traineeships, annually revise them, and, if necessary, update them;
- b. Publish the Calendar for the upcoming term within one week from the start of the term;
- c. Annually evaluate ELSA Traineeships and share the outcome with National Groups;
- d. Maintain, update and adhere to the list of External Applicants and ELSA International Traineeship Providers that are prevented from further participation in ELSA Traineeships;
- e. During the Job Hunting period:
  - i. Issue and, where necessary, amend the Traineeship Specification Form template;
  - ii. Amend ~~and~~, where necessary, the submitted Traineeship Specification Forms;
  - iii. Publish to National Groups within four weeks after Job Hunting a report about the unpaid Traineeships offered;
  - iv. Approve all the submitted Traineeship Specifications Forms which have been verified and meet the Quality Standards;
- f. During the Student Hunting period:
  - i. Issue and, where necessary, amend the Student Application Form template;
  - ii. Amend ~~and~~, where necessary, the submitted Student Application Forms;
  - iii. Verify and approve the Student Application Forms submitted by External Applicants;
  - iv. Set the amount of the External Application Fee and the quota for External Applicants for each Cycle;

[...]

#### Comments:

This proposal is aimed at a grammatical correction of the article in order to avoid any confusion for the Officers.

**No. 22: International Council Meeting Decision Book amendment concerning the ELSA Law Schools section of the Seminars and Conferences part**

The International Board of ELSA is proposing the following to the International Council:

**CHAPTER 3. ELSA LAW SCHOOLS**

[...]

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**Article 3. ELSA Law School Cycle**

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[...]

3.3 The ELSA Law Schools Cycle shall comprise of: ~~eight periods: specification, preparation, application, selection, additional application, additional selection, event, and evaluation.~~

- a. For the Winter ELSA Law School, a cycle of six periods: specification, preparation, application, selection, event, and evaluation;
- b. For the Summer ELSA Law School, a cycle of eight periods: specification, preparation, application, selection, additional application, additional selection, event, and evaluation.

**Comments:**

The International Board of ELSA is proposing to clarify in the Decision Book the specificities of the different cycles in terms of periods as indeed there is no Additional Application or Additional Selection period for the WELS cycle.

**No. 23: International Council Meeting Decision Book amendment concerning the ELSA Webinars section of the Seminars and Conferences part**

The International Board of ELSA is proposing the following to the International Council:

**~~CHAPTER 6. ELSA WEBINARS~~****~~Article 1. Definition~~**

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~~1.1 An ELSA Webinar is an educational event taking place in the digital sphere organised by Organising Committees of one or more National or Local Groups of ELSA and coordinated by ELSA International, which fulfils the requirements regulated in this Chapter.~~

**~~Article 2. Requirements of ELSA Webinars~~**

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~~2.1. ELSA Webinars shall:~~

- ~~a. Be open for everyone;~~
- ~~b. Be promoted using the ELSA Webinars Marketing Kit.~~

**~~Article 3. Responsibilities~~**

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~~3.1 ELSA International shall:~~

- ~~a. Coordinate and control the quality of ELSA Webinars;~~
- ~~b. Collect and compile the information submitted by Organising Committees of ELSA Webinars via the Webinars Specification Form;~~
- ~~c. Publish ELSA Webinars at least two weeks before the starting date indicated in the relevant Webinars Specification Form;~~
- ~~d. Provide support to the Organising Committees of ELSA Webinars through a coaching system;~~
- ~~e. Create, annually revise and, if necessary, update tools facilitating the organisational process of ELSA Webinars.~~

**~~CHAPTER 7.6. ELSA WEBINARS ACADEMY~~**

[...]

**~~CHAPTER 8.7. OTHER SEMINARS AND CONFERENCES EVENTS~~**

[...]

**Article 7. ELSA Webinars**

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7.1 An ELSA Webinar is an educational event taking place in the digital sphere organised by Organising Committees of one or more National or Local Groups of ELSA;

7.2 ELSA International shall:

- a. Collect and compile the information submitted by Organising Committees of ELSA Webinars via the Webinars Specification form and use that information to provide access to the organising groups to the webinar platform of ELSA International;
- b. Provide support to the Organising Committees of ELSA Webinars through a coaching system;
- c. Create, annually revise and, if necessary, update tools facilitating the organisational process of ELSA Webinars.

**Comments:**

We are proposing to move the ELSA Webinars Project from a dedicated chapter to the other Seminars and Conferences events chapter. Indeed, contrary to the ELSA Webinars Academy which has some stronger requirements and which also needs to be organised in English, ELSA Webinars are quite free in terms of organisation and which looklike in person Seminars or in person Conferences which are regulated by this chapter.

Furthermore, we think that it is not possible to impose a use of a marketing kit dedicated to ELSA Webinars when no such marketing kit is created for Seminars or Conferences and which marketing kit has been barely used in the past year. We therefore want to delete this obligation from organising groups and leave as much freedom to them when organising their ELSA Webinars.

**No. 24: International Council Meeting Decision Book amendment concerning the ELSA Law Schools section of the Seminars and Conferences part**

The International Board of ELSA is proposing the following to the International Council:

**CHAPTER 3. ELSA LAW SCHOOLS**

[...]

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**Article 6. Compliance and quality control of ELSA Law Schools**

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[...]

6.3 The Vice President in charge of Seminars and Conferences of the International Board of ELSA shall report in an area workshop during the International Council Meeting about the use of powers listed under Article 6.1 ~~7.2~~ of this Chapter.

**Comments:**

The International Board of ELSA proposes to change the numbering included in this article in order to refer to the correct article.

**No. 25: International Council Meeting Decision Book amendment concerning the International Council Meetings Annex 2**

The International Board of ELSA is proposing the following to the International Council:

**ANNEX 2. PARTICIPATION FEES  
(UPDATED AS PER JANUARY 2021)**

1.1 The participation fee for International Council Meetings, ~~International Annual Meetings~~ International Strategy Meeting (ITM and ISM) and the Maximum Participation Fee for S&C Events (excluding Study Visits, Institutional Visits, ELSA Law Schools and International Conferences of ELSA) shall be indexed with the inflation rate of the Euro, as stated by the European Central Bank, every 1st of January. The amount shall be rounded to the nearest natural number. The basis for indexation shall be the participation fee as calculated the year before, up to two decimal points.

[...]

**Comments:**

It is to be acknowledged that the costs of participating in Institutional Visits can be higher than the maximum fee stipulated in the previous edition of the Decision Book. This proposal aims at making sure that this practice is compliant with the Decision Book. Additionally, in the cycles of International Annual Meetings, the ITM is regulated to be on an online format, hence there is no need to regulate participation fees.

**No. 26: Creation of the ELSA Development Foundation Statutes and Standing Orders**

The International Board of ELSA is requesting the recommendation of the International Council concerning the EDF Statutes and Standing Orders. The document for the Statutes may be found [here](#), and the document for the Standing Orders may be found [here](#).

**Comments:**

The EDF Regulations were taken from the International Council Decision Book of ELSA years ago because ELSA and the ELSA Development Foundation are two separate legal entities, and they should have separate regulations. After a long drafting process and consulting professionals on Belgian Associations and Foundations law, we are presenting the Network the Statutes of the ELSA Development Foundation. This proposal aims at regulating the internal governance of our Foundation and the way it relates to third parties.

## INPUT PAPERS

[Input Paper from ELSA Finland on the International Focus Programme Topic](#)

[Input Paper from ELSA Czech Republic on the International Focus Programme Topic](#)

[Input Paper from ELSA Greece on the International Focus Programme Topic](#)

[Input Paper from ELSA Italy on the International Focus Programme Topic](#)

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ANNEX 1 – ANNUAL REPORT OF THE INTERNATIONAL BOARD OF ELSA 2020/2021

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## ANNEXES

### ANNEX 1 – ANNUAL REPORT OF THE INTERNATIONAL BOARD OF ELSA 2020/2021

The Annual Report of the International Board of ELSA 2020/2021 can be accessed [here](#).

## ANNEX 2 - FINAL ACCOUNTS OF ELSA 2020/2021

The Final Accounts of ELSA 2020/2021 will be sent out at a later point via email.

## ANNEX 3 – FINAL ACCOUNTS OF EDF 2020/2021

The Final Accounts of the ELSA Development Foundation 2020/2021 will be sent out at a later point via email.

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ANNEX 4 – INTERNAL AUDITORS’ REPORT ON THE FINAL ACCOUNTS OF ELSA 2020/2021

## ANNEX 4 – INTERNAL AUDITORS’ REPORT ON THE FINAL ACCOUNTS OF ELSA 2020/2021

The Internal Auditors’ Report on the Final Accounts of ELSA 2020/2021 will be sent out at a later point via email.

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ANNEX 5 – INTERNAL AUDITORS’ REPORT ON FINAL ACCOUNTS OF EDF 2020/2021

## ANNEX 5 – INTERNAL AUDITORS’ REPORT ON FINAL ACCOUNTS OF EDF 2020/2021

The Internal Auditors’ Report on Final Accounts of the ELSA Development Foundation 2020/2021 will be sent out at a later point via email.

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ANNEX 6 – PROPOSED REVISION OF THE BUDGET OF ELSA INTERNATIONAL 2021/2022

## ANNEX 6 – PROPOSED REVISION OF THE BUDGET OF ELSA INTERNATIONAL 2021/2022

The proposed revision of the Budget of ELSA International 2021/2022 can be found [here](#).

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ANNEX 7 – DEBTORS OF ELSA INTERNATIONAL AS OF 12th OCTOBER 2021

## ANNEX 7 – DEBTORS OF ELSA INTERNATIONAL AS OF 12<sup>th</sup> OCTOBER 2021

The list of debtors of ELSA can be found [here](#).

## ANNEX 8 – LETTER OF AUTHORISATION

The template for the Letter of Authorisation can be found [here](#).

## ANNEX 9 – PROXY

The template for the Proxy can be found [here](#).