

LXXXV INTERNATIONAL COUNCIL MEETING WORKING MATERIALS



85th ICM Thessaloniki

THESSALONIKI, GREECE
7th - 14th April 2024



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FOREWORD

GENERAL INFORMATION

FOREWORD

Dear Network,

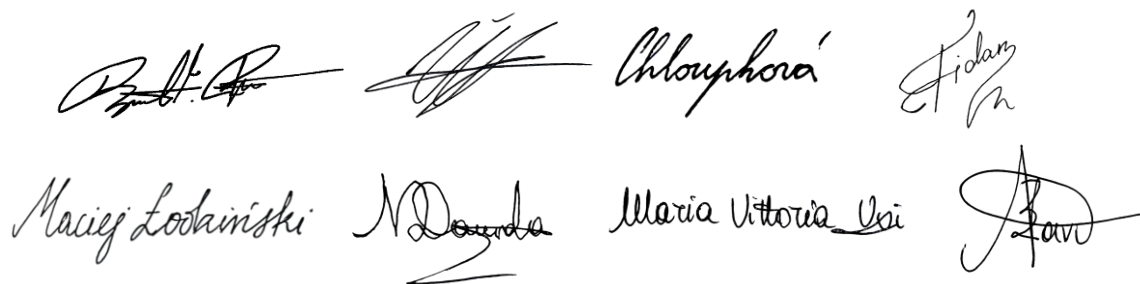
The second International Council Meeting of each term is always very bittersweet. It represents an opportunity for the whole Network to gather together once more to discuss and shape the future of ELSA. At the same time, however, for many Officers of our Network, including the International Board of ELSA, it is the closing of a chapter - a symbolic “last” in our terms, despite the remaining months of being still formally in office.

On behalf of the Organising Committee of the LXXXV International Council Meeting, we are delighted to welcome you to the historic city of Thessaloniki, an epicentre of dialogue and knowledge exchange since the time of Ancient Ελλάδα. We hope you will be inspired by this environment when engaging in the important discussions which will determine the future direction of our Association. Decisions relating to Statutory changes, Human Resources, Fees and general Financial Management, Brand Identity, Area and Project Development are all on the table - a culmination of the input received from the Network over the course of the past months, especially the LXXXIV International Council Meeting and IV International Strategy Meeting.

We further hope you will immerse yourself in the spirit of Greek hospitality, made true by the carefully crafted planning of our Organising Committee. From Workshops, to Plenaries, Sightseeing Tours, Sponsors’ Conferences and Socials, a diverse and exciting programme awaits us all in 21 days!

Lastly, as the International Council Meeting approaches, we are excited to meet our prospective successors - the exceptional individuals who will put themselves forward as the next International Board of ELSA. To them, we wish the very best of luck!

Your International Board,



Bjarki, Yordan, Adéla, Fidan, Nadia, Maciej, Maria Vittoria and Xanthi

International Board of ELSA 2023/2024

FOREWORD

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THE INTERNATIONAL COUNCIL MEETING GUIDE

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, 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 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 Deputy 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 and Competitions (AA/C): conducted by the Vice President in charge of Academic Activities and the Vice President in charge of Competitions of the International Board

THE INTERNATIONAL COUNCIL MEETING GUIDE

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

Professional Development (PD): conducted by the Deputy Vice President in charge of Professional Development of the International Board and attended by National Vice Presidents in charge of Professional Development 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 them in the event of their 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

 THE INTERNATIONAL COUNCIL MEETING GUIDE

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 them in the event of their 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 them 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.

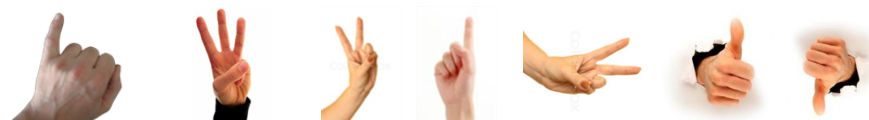
The role of each member of the Nominations Committee is to receive nominations for all the elections and to announce them to the International Council. Therefore, it is recommended that the Nominations Committee be comprised of well-known individuals in the ELSA Network so that it is easier for people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

Finger rules for workshops and plenaries

The “finger rules” are intended to make the job of the Chair easier and to ensure that the discussions are as effective and smooth as possible. The theory behind the finger rules is simple; you indicate what you want to state by using one of the following gestures:

One finger:	New topic or idea
Two fingers:	Direct comment or response
Three fingers:	End the discussion as it is not useful
Pinkie finger:	Technical remark (e.g. “Open the window.”, “The font is too small.”)
Scissors:	Remove yourself from the speakers’ list
Thumb up:	Show immediate feedback to the conversation (“I like this idea.”)
Thumb down:	Show immediate feedback to the conversation (“I do not like this idea.”)

The **priority** amongst the different hand gestures goes in the following order: pinkie, three fingers, two fingers, one finger. This way, the Chair can more easily moderate the discussions. Scissors and thumbs up/down do not require a direct reaction by the Chair and that is why the priority rule is not applied to them.



OBLIGATIONS OF THE NATIONAL GROUPS

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 7th of April 2024, 23:59 CET** at treasurer@elsa.org.

Moreover, the SotN Inquiry must be thoroughly filled out and submitted electronically to the International Board **until the 24th of March 2024, 23:59 CET**, 14 days before the opening of the International Council Meeting, as stated in the International Council Meeting Decision Book. The 36th 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.

Additionally, the National Group Report had to be submitted to the Secretary General of the International Board **until the 29th February 2024, 23:59 CET**. 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. 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 **before the Opening Plenary on the 7th of April 2024**. Each Letter of Authorisation shall be accompanied by 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 10](#) 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 11](#) of these Working Materials. The deadline to submit a proxy to secgen@elsa.org is before **the Opening Plenary on the 7th of April 2024**.

REMINDERS

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 [here](#);
- Read the [Statutes and Standing Orders of ELSA](#);
- Read the [62nd edition of the International Council Meeting Decision Book](#)
- Read the [One Year Operational Plan](#) of the International Board for the term 2023/2024.

To be prepared to be celebrated as a true legend:

- Consider being a Workshop Secretary;
- Consider being a Plenary Secretary;
- 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!

REMINDERS

Deadline for Nominations

The deadline for nominations for:

THE INTERNATIONAL BOARD OF ELSA 2024/2025;

**INTERNAL AUDITOR AND VICE AUDITOR OF ELSA INTERNATIONAL
2024/2025;**

INTERNAL VICE AUDITOR OF ELSA INTERNATIONAL 2023/2024

is on Monday, 8th of April 2024, at 23:59 CET.

Call for the International Board of ELSA 2024/2025



The European Law Students' Association

Do you want to take part in the development
of the ELSA Network?

Would you like to devote your knowledge and
skills to our Association?

Ever dreamt of living in the ELSA House?

This is your opportunity:

Join the International Board!

MAKE A DIFFERENCE FOR ELSA!

RUN FOR

THE INTERNATIONAL BOARD OF ELSA 2024/2025!

What is the role of the International Board of ELSA?

The International Board is the supreme executive body of ELSA. The tasks of the International Board are to represent ELSA, to carry out and be responsible for the day-to-day running and management of ELSA's fields of activity, to advance the aims and efficiency as well as to execute and implement Council decisions.

President

The President is in charge of the overall coordination of the ELSA work, execution of expansion, planning and direction of the work, and communication of the International Board. The President is also the primary contact person between ELSA International and externals by representing ELSA International at official events and meetings, being responsible for maintaining contact and the flow of information to other student associations and other organisations (NGOs and international institutions). The President takes care of the business development strategy of the association, including managing ELSA's fundraising efforts through commercial and strategic partnerships. The President shall also have an overview of all contacts with partners and supporters of ELSA International.

Secretary General

The Secretary General is responsible for directing, organising and maintaining the internal structure of the Association and shall consequently be responsible for ensuring that decisions to this effect are implemented and respected by all Members and Observers of ELSA. The Secretary General shall also identify any non-observances in this field and make all the necessary resources available to correct any inconsistencies. The Secretary General is also in charge of directing the work of the Council. One of the primary responsibilities is to keep in contact with the International Trainers' Pool, organise training sessions throughout the Network, and develop the Human Resources and information systems in the ELSA Network. The Secretary General is also responsible for the communication and administration of ELSA International.

Treasurer

The Treasurer is in charge of the financial management of ELSA and is responsible for the accounts, the property, and the payments of ELSA International as well as the arrangement of internal financial control. These tasks include budget control, budget making, accounting, bookkeeping and preparation of both interim and final accounts of ELSA International. The Treasurer is the Chairman of the Board of Directors of the ELSA Development Foundation, and they are also working actively in the field of grants.

Vice President in charge of Marketing

The Vice President in charge of Marketing is responsible for the supporting area of Marketing. The tasks include amongst others, the coordination of advertising for various publications and for the website. He or she is also responsible for the production and editing of Synergy Magazine, the production of internal presentation and marketing materials for the key areas, and the representation of ELSA towards externals. One of the main responsibilities that the Vice President for Marketing has is to define marketing strategies for all matters related to ELSA and its activities.

Vice President in charge of Academic Activities

The Vice President in charge of Academic Activities is responsible for the overall planning, coordination, and supervision of the Key Area of Academic Activities. This responsibility includes

REMINDERS

coordination of the legal writing projects (namely, the ELSA Law Review and the Legal Research Groups of the Network), Human Rights and Social Responsibility initiatives. The Vice President in charge of Activities will perform as the Head of the International Organising Committee for the Rule of Law Education Campaign. The Vice President for Academic Activities also has the responsibility, when called upon, to support and assist Local and National Groups in organising AA events in the Network as well as implementing legal education, Human Rights, the International Focus Programme and Social Responsibility in the activities related to their key area.

Vice President in charge of Competitions

The Vice President in charge of Competitions is responsible for the overall planning, coordination and supervision of the Key Area of Competitions. This responsibility includes the John H. Jackson Moot Court Competition and the Helga Pedersen Moot Court Competition, acting as the Head of the International Organising Committee, representing ELSA in front of the World Trade Organisation and the Council of Europe. Additionally, they will be responsible for handling the external relations with every partner or potential partner of the aforementioned Competitions. When called upon, the Vice President for Competitions is also responsible for supporting and assisting Local and National Groups in organising academic competitions and MCC events in the Network.

Vice President in charge of Professional Development

The main responsibility of the Vice President in charge of Professional Development is related to the flagship project ELSA Traineeships. This includes coordination and supervision of all the related information received from the Network and making the information and statistics available to all the Officers, the implementation of the international partnerships for the project, and actively seeking additional opportunities for the traineeship programme and the International Focus Programme and Human Rights within the scope of ELSA Traineeships. The Vice President in charge of Professional Development is also responsible for organising the Career Launch, supporting the National Groups in the organisation of their National Traineeships Programme, monitoring that they do not overlap with the timeline of ELSA Traineeships and training the Network about Professional Development events, providing the Officers with all the necessary guidelines and support.

Vice President in charge of Seminars and Conferences

The Vice President in charge of Seminars and Conferences is responsible for the Key Area of Seminars and Conferences. This responsibility includes coordinating seminars, conferences, Study Visits, Institutional Visits, ELSA Law Schools, ELSA Delegations, International Conferences of ELSA and ELSA Webinars in the Network.

Electoral Procedure for the International Board

A person running for a position in the International Board must be nominated by a Member National Group and seconded by another Member National Group. National Groups with Observer status cannot nominate or second nominations. It is possible for a candidate to be nominated by his or her own National Group.

The nominations must be sent to the Nominations Committee by the deadline set for nominations in order for the candidates to be able to run for the International Board. This **deadline is set at 23:59 CET on the second day of the International Council Meeting**, unless the International Council decides to prolong the deadline. The necessary documents, Nomination, Seconding and Confirmation sheets can be found in [Annex 12](#) of these Working Materials.

The nominee shall prepare a personal presentation in writing and distribute it to the National Groups before 23:59 CET on the day before the Final Plenary session. The presentation shall include a personal CV, an ELSA CV and an Action Plan for the term in office as a member of the International Board. It is also recommended that the presentation includes a Letter of Motivation.

During the Candidacy Workshop, all the candidates will first present themselves and their candidacy, and after that, they will be granted some time to answer questions from the Workshop participants. If there are several people running for the same board position, the nominees have to leave the Workshop during the presentation of the other nominees.

During the Final Plenary session, the nominees are all given five minutes to present themselves and their candidacy and ten minutes to answer questions from the International Council. If there are several people running for the same board position, the nominees have to leave the room during the presentation of the other nominees.

Call for Internal Auditors of ELSA



The European Law Students' Association

Are you an accurate person?

Do you have a special interest in financial matters
as well as a basic knowledge of accounting and auditing?

If you answered “yes” to both questions,
do not hesitate to run for:

**INTERNAL VICE AUDITOR OF ELSA INTERNATIONAL
2023/2024;**

**INTERNAL AUDITOR OR INTERNAL VICE AUDITOR OF
ELSA INTERNATIONAL 2024/2025!**

What is the role of the Internal Auditors of ELSA?

The Internal Auditors and the Internal Vice Auditor are three neutral and independent people who are auditing the accounts of ELSA and the ELSA Development Foundation.

The Internal Auditors are elected by the International Council during the second International Council Meeting of the year. The Internal Auditors' team consists of two Auditors and one Vice Auditor. The two Auditors are mainly responsible for controlling the interim and final accounts of the respective year they have been elected for; the Vice Auditor is only active if one of the Auditors is not able to fulfil his or her tasks.

The Internal Auditors are responsible for checking the documents and accounts in the headquarters of ELSA in Brussels.

What are the general responsibilities of the internal auditors?

- Travelling to Brussels in order to control the accounts of ELSA and the ELSA Development Foundation;
- Writing the Internal Auditors' report about the auditing of ELSA and the ELSA Development Foundation;
- Presenting the Internal Auditors' report at the International Council Meeting.

What are the references/qualifications to become an Internal Auditor?

- Basic knowledge of accounting;
- Basic knowledge of auditing;
- A certain interest in financial matters;
- No active involvement in ELSA International or any National Groups of ELSA for the term 2023/2024. Elected or appointed positions at the Local level or as an Auditor at any level are acceptable.

Electoral Procedure for the Internal Auditors of ELSA International

A person running for a position in the Internal Auditors' team must be nominated by a Member National Group and seconded by another Member National Group. National Groups with Observer status cannot nominate or second nominations. It is possible for a candidate to be nominated by his or her own National Group.

The nominations must be handed in to the Nominations Committee by the deadline set for nominations in order for the candidates to be able to run for the Internal Auditors' team. **This deadline is set at 23:59 CET on the second day of the International Council Meeting**, unless the Council decides to prolong the deadline. The necessary documents, Nomination, Seconding and Confirmation sheets can be found in [Annex 12](#) of these Working Materials.

The nominee shall prepare a personal presentation in writing and distribute it to the National Groups before 23:59 CET on the day before the Final Plenary session. The presentation shall include a personal CV and an ELSA CV. It is also recommended that the presentation includes a Letter of Motivation.

During the Final Plenary session, the nominees are all given five minutes to present themselves and their candidacy and 10 minutes to answer questions from the Council. If there are more people running for the same position than there are positions, the nominees have to leave the room during the presentation of the other nominees.

REMINDERS

Memento

Voting Rights in the Plenary

Each Member National Group has three votes 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 **fulfilled all financial obligations** towards 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 10](#).

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 **signatures of two elected National Board members** authenticating the letter.

The Letter of Authorisation should be filled in and sent **before the Opening Plenary** 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.

REMINDERS

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 of the proxy-giver** 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 **before the Opening Plenary**, at secgen@elsa.org so that your voting rights be given to the National Group acting as a proxy. You can find a draft Proxy in [Annex 11](#).

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, each Member National Group has only one vote, no matter how many people from the same National Group are present. Make sure you prepare and coordinate your delegation and appoint one person 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 they do not match the following criteria:
 1. have 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 **6th of April 2024, 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.

REMINDERS

E-VOTING

Please indicate which Delegate from your National Group shall receive the Nemovote credentials until the 31st of March 2024, 23:59 CET through this [form](#).

ICM TIMETABLE

DRAFT TIMETABLES AND AGENDAS

ICM TIMETABLE

General Timetable

	7th April	8th April	9th April	10th April	11th April	12th April	13th April	14th April	
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
09:00	Arrival	Opening Workshop	Breakfast						Departures
09:30			Officers' and Freshers' Workshops	Workshops	Mid Plenary	Workshops	Workshops	Final Plenary	
10:00		Workshops							
10:30									
11:00									
11:30									
12:00		Lunch							
12:30		Lunch							
13:00		Lunch							
13:30		Lunch							
14:00	Lunch								
14:30	LoA	Workshops	Workshops	Mid Plenary	Sponsors' Conference	Workshops	Final Plenary		
15:00	Opening Plenary				Sightseeing			Workshops	Reporting Time
15:30									
16:00									
16:30	HoD Meeting	Workshops	Mid Plenary	Workshops	Preparation Time				
16:30									
17:00	HoD Meeting	Workshops	Mid Plenary	Workshops	Preparation Time				
17:30									
18:00	HoD Meeting	Workshops	Mid Plenary	Workshops	Preparation Time				
18:30									
19:00	Reporting Time					Transport			
19:30	Reporting Time					Gala Ball			
20:00	Dinner						Dinner		
20:30	Dinner					Gala Ball			
21:00	Socials				ELSA Vision		Socials		
21:30	Socials					ELSA Vision		Socials	
22:00	Socials				ELSA Vision		Socials		
22:30	Socials					ELSA Vision		Socials	

DRAFT PLENARY AGENDA

DRAFT PLENARY AGENDA**Opening Plenary: Sunday, 7th April 2024**

- 15:30 **Opening of the LXXXV International Council Meeting**
Bjarki Fjalar Guðjónsson, President of the International Board of ELSA
- 15:40 **Presentation of the Chair and the Vice Chair of the Plenary**
Yordan Kyurkchiyski, Secretary General of the International Board of ELSA
- 15:50 **Announcement of the list of votes**
Yordan Kyurkchiyski, Secretary General of the International Board of ELSA
- 16:00 **Election of the International Council Meeting Officers**
Chair and Vice Chair
- 16:30 **Partner Presentation**
Católica Global School of Law
- 16:50 **Approval of the International Council Meeting Agenda and presentation of the International Council Meeting structure**
Chair and Vice Chair
- 17:10 **Approval of the Minutes of the LXXXIV International Council Meeting Tbilisi, Autumn 2023**
Chair and Vice Chair
- 17:20 **Approval of the Minutes of the IV International Strategy Meeting Brno 2024**
Chair and Vice Chair
- 17:30 **Presentation of the ELSA International Team 2023/2024**
The International Board of ELSA
- 17:50 **Questions and Answers with the International Board of ELSA**
The International Board of ELSA
- 18:20 **Information regarding the Head of Delegation Meeting and Area Workshops**
Yordan Kyurkchiyski, Secretary General of the International Board of ELSA
- 18:30 **End of the Opening Plenary**
Chair and Vice Chair

DRAFT PLENARY AGENDA

Mid Plenary: Friday, 10th April 2024

- 10:00 **Opening of the Mid Plenary**
Chair | Vice Chair
- 10:05 **Revision of the list of votes**
Yordan Kyurkchiyski, Secretary General of the International Board of ELSA
- 10:15 **Announcement of the Nominations**
Nominations Committee
- 10:20 **Presentation and approval of the Statutory Proposals**
Chair | Vice Chair and Workshop Chair
- 10:50 **Presentation and approval of the BEE workshop related Proposals**
Chair | Vice Chair and Workshop Chair
- 11:10 **Presentation and approval of the IM workshop related Proposals**
Chair | Vice Chair and Workshop Chair
- 11:40 **Presentation and approval of the FM workshop related Proposals**
Chair | Vice Chair and Workshop Chair
- 12:30 **Presentation and approval of the MKT workshop related Proposals**
Chair | Vice Chair and Workshop Chair
- 13:00 **Lunch Break**
- 14:30 **Reconvening of the Mid Plenary**
Chair | Vice Chair
- 14:40 **Partner Presentation**
LexisNexis
- 15:00 **Revision of the list of votes**
Yordan Kyurkchiyski, Secretary General of the International Board of ELSA
- 15:10 **Presentation and approval of the AA & C workshop related Proposals**
Chair | Vice Chair and Workshop Chair
- 15:50 **Presentation and approval of the PD workshop related Proposals**
Chair | Vice Chair and Workshop Chair
- 16:10 **Presentation and approval of the S&C workshop related Proposals**
Chair | Vice Chair and Workshop Chair
- 16:30 **Presentation and binding recommendation of the EDF Statutes related Proposals**

DRAFT PLENARY AGENDA

Chair | Vice Chair and Workshop Chair

17:30 **Presentation and binding recommendation of the EDF Standing Orders related Proposals**

Chair | Vice Chair and Workshop Chair

18:00 **Announcement of Winner of Annual Human Rights Campaign Prize**

Nadia Dourida, Vice President in charge of Academic Activities of the International Board of ELSA, and the Council of Europe

18:30 **Presentations of the Network**

Chair | Vice Chair and Network

19:00 **End of the Mid Plenary**

Chair

DRAFT PLENARY AGENDA

Final Plenary: Sunday, 13th April 2024

- 10:00 **Opening of the Final Plenary**
Chair | Vice Chair
- 10:05 **Revision of the list of votes**
Yordan Kyurkchiyski, Secretary General of the International Board of ELSA
- 10:10 **Presentation of the Interim Accounts of ELSA 2023/2024**
Adéla Chloupková, Treasurer of the International Board of ELSA
- 10:20 **Presentation of the Interim Auditors' Report of ELSA 2023/2024**
Fabian Eigner and Matteo Alessandro, Internal Auditors of ELSA International 2023/2024
- 10:30 **Q&A for the Interim Accounts and Auditors' Report of ELSA 2023/2024**
Chair | Vice Chair
Adéla Chloupková, Treasurer of the International Board of ELSA and Fabian Eigner and Matteo Alessandro, Internal Auditors of ELSA International 2023/2024
- 10:50 **Presentation of the Final Accounts of the ELSA Development Foundation 2022/2023**
Mikko Laitinen, Treasurer of the International Board of ELSA 2022/2023
- 11:00 **Internal Auditors' Report of the ELSA Development Foundation 2022/2023**
Fabian Eigner and Matteo Alessandro, Internal Auditors of ELSA International 2023/2024
- 11:10 **Q&A for the Final Accounts and Auditors' Report of the ELSA Development Foundation 2023/2024**
Chair | Vice Chair
Mikko Laitinen, Treasurer of the International Board of ELSA 2022/2023 and Fabian Eigner and Matteo Alessandro, Internal Auditors of ELSA International 2023/2024
- 11:30 **Presentation of the Interim Accounts of the ELSA Development Foundation 2023/2024**
Adéla Chloupková, Treasurer of the International Board of ELSA
- 11:40 **Presentation of the Interim Auditors' Report of the ELSA Development Foundation 2023/2024**
Fabian Eigner and Matteo Alessandro, Internal Auditors of ELSA International 2023/2024
- 11:50 **Q&A for the Interim Accounts and Auditors' Report of the ELSA Development Foundation 2023/2024**
Chair | Vice Chair

DRAFT PLENARY AGENDA

Adéla Chloupková, Treasurer of the International Board of ELSA and Fabian Eigner and Matteo Alessandro, Internal Auditors of ELSA International 2023/2024

- 12:10 **Presentation and approval of the proposed revision of the Budget of ELSA 2023/2024**
Chair | Vice Chair and Workshop Chair
- 12:45 **Presentation and binding recommendation of the revision of the Budget of the ELSA Development Foundation 2023/2024**
Chair | Vice Chair and Workshop Chair
- 13:00 **Lunch Break**
- 14:30 **Reconvening of the Final Plenary**
Chair | Vice Chair
- 14:40 **Revision of the list of votes**
Yordan Kyurkchiyski, Secretary General of the International Board of ELSA
- 14:50 **Presentation and approval of the proposed Budget of ELSA 2024/2025**
Chair | Vice Chair and Workshop Chair
- 15:10 **Presentation and binding recommendation of the Budget of the ELSA Development Foundation 2024/2025**
Chair | Vice Chair and Workshop Chair
- 15:30 **Partner Presentation**
Council of Europe
- 15:50 **Announcement of the Nominations**
Nominations Committee
- 16:00 **Presentation and Q&A for the Candidate(s) for Internal Vice Auditor of ELSA 2023/2024**
Chair | Vice Chair and Candidate(s)
- 16:20 **Presentation and Q&A for the Candidate(s) for Internal Auditor of ELSA 2024/2025**
Chair | Vice Chair and Candidate(s)
- 16:40 **Presentation and Q&A for the Candidate(s) for Internal Vice Auditor of ELSA 2024/2025**
Chair | Vice Chair and Candidate(s)
- 17:00 **Presentation and Q&A for the Candidate(s) for positions on the International Board of ELSA 2024/2025**
Chair | Vice Chair and Candidate(s)

DRAFT PLENARY AGENDA

- 19:00 **Presentation of the voting procedure and voting**
Chair | Vice Chair
- 19:40 **Announcement of the results**
Chair | Vice Chair
- 19:50 **Miscellaneous**
- 20:00 **Closing of the LXXXV International Council Meeting**
Bjarki Fjalar Guðjónsson, President of the International Board of ELSA

BOARD MANAGEMENT, EXTERNAL RELATIONS AND EXPANSION WORKSHOP

BOARD MANAGEMENT, EXTERNAL RELATIONS AND EXPANSION WORKSHOP**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](#) of ELSA;
- Read relevant parts of the [International Council Meeting Decision Book, 62nd Edition](#);
- Read the [One Year Operational Plan](#) (OYOP) of the International Board of ELSA 2023/2024;
- Read the Minutes of the [IV International Strategy Meeting Brno](#);
- Bring your ELSA spirit, share your thoughts and suggestions, and leave your personal touch in the LXXXV International Council Meeting Thessaloniki.

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.

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 BEE Workshop!



Bjarki F. Guðjónsson

President

International Board of ELSA 2023/2024

BOARD MANAGEMENT, EXTERNAL RELATIONS AND EXPANSION WORKSHOP

Draft Agenda

	7th April	8th April	9th April	10th April	11th April	12th April	13th April	14th April	
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
09:00	Arrival	Opening Workshop	Breakfast						Departures
09:30			Officers' and Freshers' Workshops	The Importance of BEEing Earnest	Mid Plenary	The Known Unknowns (External Relations Strategy)	Interim Accounts (Joint with FM)	Final Plenary	
10:00		Break							
10:30			You've got a friend in BEE (BEE Therapy Session)	News of the World (International Update)					
11:00		Lunch							
11:30			Lunch						
12:00		Lunch							
12:30			Lunch						
13:00		Lunch							
13:30			Lunch						
14:00		Lunch							
14:30			LoA	The Roots	BEEing Good at Partner MKTing (Joint with MKT)	Mid Plenary	Sponsors' Conference	Miscellaneous	
15:00		Opening Plenary	Here We Go Again! (Statutory Proposals) (Joint with IM)	Sightseeing				The Limelight (Candidacy Workshop)	
15:30			I am once again asking for your support (BEE Proposals)		No Association Is an Island	Preparation Time			
16:00	HoD Meeting	Reporting Time							
16:30			Reporting Time						
17:00	Reporting Time								
17:30		Reporting Time							
18:00	Reporting Time								
18:30		Reporting Time							
19:00	Reporting Time		Transport						
19:30		Dinner	Gala Ball	Dinner					
20:00	Dinner								
20:30		Dinner							
21:00	Socials		ELSA Vision	Socials					
21:30		Socials							
22:00	Socials								
22:30		Socials							

BOARD MANAGEMENT, EXTERNAL RELATIONS AND EXPANSION WORKSHOP

Sunday, 7th April 2024

18:30-19:00

HEAD OF DELEGATION'S MEETING

Description

The Heads of Delegation are the main communication channel between the International Board and National Group. The meeting of the Heads of Delegation will provide you with all the important and useful information applicable to your National Group.

Outcome

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

BOARD MANAGEMENT, EXTERNAL RELATIONS AND EXPANSION WORKSHOP

Monday, 8th April 2024*9:00-10:00***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.

*10:00-10:30***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 tasks. Presenting the content of the meeting to new members.

Preparation

None.

*11:00-12:00***YOU'VE GOT A FRIEND IN BEE (BEE THERAPY SESSION)****Description**

More than half a term has passed, and the time has come for reflection. During this Workshop, we will discuss our year so far; from accomplishments to fears, from successes to failures, we will openly share our feelings as well as ambitions for the remainder of the year.

Outcome

BOARD MANAGEMENT, EXTERNAL RELATIONS AND EXPANSION WORKSHOP

We share in one another's successes and find solace in shared experiences.

Preparation

None.

12:00-13:00

NEWS OF THE WORLD (INTERNATIONAL UPDATE)**Description**

During this Workshop, we will have the chance to share what we have all been up to for the last few months! You will receive updates from the International perspective, as well as insights into the everyday life and tasks of the BEE in the ELSA House. You will also have the chance to share insights from your year and exchange good practices with each other.

Outcome

Participants will have the opportunity to get updated on the work of the International Board and, more specifically, the BEE area, as well as share their own experiences of the term until now.

Preparation

None.

14:30-15:30

THE ROOTS**Description**

During this Workshop, we will examine the fundamental elements of ELSA through a case study. The question that lies at the heart of this Workshop: What does it take to start an ELSA Group from scratch? While the primary focus lies on Expansion, we will also employ our knowledge of Board Management and External Relations in this comprehensive BEE warm-up for the week.

Outcome

The Workshop takes us back to the roots by examining the essential building blocks of ELSA Groups while warming up for the weeks' discussions in an engaging manner.

Preparation

Reflect on the challenges your ELSA Groups faces or have faced recently and where these originate from. Prepare to come up with creative solutions to fundamental issues.

15:30-16:30

BOARD MANAGEMENT, EXTERNAL RELATIONS AND EXPANSION WORKSHOP

HERE WE GO AGAIN! (STATUTORY PROPOSALS JOINT WITH IM)**Description**

Yes, indeed, here we are again! During this Workshop, we will discuss the Statutory Proposals brought forward by the International Board of ELSA.

Outcome

The Workshop provides a recommendation to the International Council regarding the Statutory Proposals brought forward by the International Board of ELSA.

Preparation

Read Proposals No. 1-9.

16:30-18:30

I AM ONCE AGAIN ASKING FOR YOUR [VOTING] SUPPORT! (BEE PROPOSALS)**Description**

During this Workshop, we will discuss the Proposals on Strategic Planning and External Relations.

Outcome

Discussion on the BEE Proposals brought forward by the International Board.

Preparation

Read Proposals No. 12 and 16.

BOARD MANAGEMENT, EXTERNAL RELATIONS AND EXPANSION WORKSHOP

Tuesday, 9th April 2024*10:00-11:00***THE IMPORTANCE OF BEEING EARNEST****Description**

During this Workshop, we will dive deep into negotiation techniques, approaching the subject from an both an academic and practical perspective. Together, we will explore how mastering the art of negotiation can lead to mutually beneficial, sustainable partnerships built on trust and transparency. Whether it be re-negotiating with current partners or closing the deal with new ones, this Workshop will provide you with tools to employ in the process.

Outcome

The Workshop will provide an understanding of how to build lasting partnerships through tactful negotiation.

Preparation

Reflect on your previous experiences when it comes to negotiating with Partners and prospective Partners. Be ready to discuss the successes and challenges that you have encountered in those situations.

*11:00-13:00***HAVE YOU MET AD(VOCACY)? (JOINT WITH AA)****Description**

During this Workshop, we will discuss the proposal on Advocacy, as well as the newly drafted Advocacy Guidelines, which will be presented to the Network.

Outcome

Discussion on the definition, structure and content of Advocacy as well as the proposal brought forward by the International Board of ELSA.

Preparation

Read Proposal No. 13 and the new Advocacy Guidelines.

*14:30-16:30***BEEING GOOD AT PARTNER MKTING (JOINT WITH MKT)****Description**

During this Workshop, participants will dive into the relationship between ELSA Groups and their Partners by looking at different ways of promotion, engagement and marketing. We will take a

BOARD MANAGEMENT, EXTERNAL RELATIONS AND EXPANSION WORKSHOP

look at practical examples and learn how to foster growth in partnerships by employing a structured approach to the way we engage with partners.

Outcome

The Workshop provides an understanding of how to create and use promotional plans effectively and how this can be utilised to build on your relationships with current and present credibility and professionalism towards potential Partners.

Preparation

Take a look at your existing promotional plans, if you have any, and be ready to compare them to others during the Workshop. If your Group does not have existing promotional plans, reflect on how you could structure and improve communication with Partners.

BOARD MANAGEMENT, EXTERNAL RELATIONS AND EXPANSION WORKSHOP

Thursday, 11th April 2024*10:00-11:30***THE KNOWN UNKNOWNNS (EXTERNAL RELATIONS STRATEGY)****Description**

During this Workshop, we will focus on the importance of an organised approach to External Relations. There is great value in implementing an External Relations Strategy, whether it be for reaching out to prospective collaborators and supporters or for Partner retention. We will explore how we can create realistic expectations for ourselves while fostering growth in current partnerships and strategically engaging externals to best fit the needs of our Group.

Outcome

The Workshop provides an understanding of the essentials of drafting and implementing an External Relations Strategy, with an emphasis on Partner Relations Management and Sustainable Growth.

Preparation

Reflect on the challenges you have faced in communications with current Partners, as well as your experiences with reaching out to new prospective Partners. Be ready to discuss the External Relations Strategy of your Group should one be in force.

*11:30-13:00***THE FOURTH ELEMENT****Description**

ELSA has much to offer its Partners. These offerings may fundamentally be sorted into the following elements: Visibility (e.g. displaying of logos on websites), Promotion (e.g. posts on social media), and Event Participation (e.g. speakers at conferences). In this Workshop, we will discuss the upsides and downsides of the fourth element: Network Engagement. We will explore how National Groups can benefit from giving access to their respective National Networks to Partners while supporting Local Groups in their efforts to organise projects and events.

Outcome

The Workshop promotes discussions on how National and Local Groups can make full use of the outreach potential inherent in Network Engagement while maximising the utilisation of resources within their National Network.

Preparation

Examine the current state of External Relations in your National Network. Is the National Group more prominent in Partnership acquisition, or do Partners gravitate towards Local Groups? What invokes the interest of Partners and prospective Partners in your country?

BOARD MANAGEMENT, EXTERNAL RELATIONS AND EXPANSION WORKSHOP

16:30-17:30

THE LIMELIGHT (CANDIDACY WORKSHOP)**Description**

Now is the time to look to the future. During this Workshop, the Candidate(s) for the position of President of the International Board of ELSA 2024/2025 will have the chance to present themselves and to answer questions raised by the Workshop.

Outcome

BEE Officers know the Candidate(s) for the position of President of the International Board of ELSA 2024/2025 and their plans for the coming year, and thus can provide an informed recommendation to their National Group.

Preparation

Read the Candidacy Materials of the Candidate(s) for the position of President of the International Board of ELSA 2024/2025 and prepare questions.

17:30-19:00

NO ASSOCIATION IS AN ISLAND**Description**

In this Workshop, we will discuss collaborations between ELSA Groups, other youth organisations, and student associations. We will look at the ways in which cross-disciplinary partnerships of this sort can benefit ELSA, what we can learn from our peers, what knowledge we can pass on to them, and which pitfalls to avoid. We will examine the collaborations ELSA International has with other Regional Law Students' Associations as practical examples of the potential benefits.

Outcome

The Workshop provides an opportunity to explore the ways in which ELSA can collaborate with peers in the field of law and other disciplines.

Preparation

Be ready to share and discuss previous experiences of collaboration with other youth organisations and students' associations.

BOARD MANAGEMENT, EXTERNAL RELATIONS AND EXPANSION WORKSHOP

Friday, 12th April 2024*10:00-12:00***INTERIM ACCOUNTS (JOINT WITH FM)****Description**

Now is the moment to assess the financial decisions, accounting practices, and all financial advancements made since the term began. In this Workshop, the Treasurer of the International Board of ELSA will introduce the Interim Accounts of ELSA International 2023/2024, while the Auditors will offer their statements on the Interim Account. Following each presentation, Workshop participants will have the chance to pose questions and seek clarification if needed.

Outcome

Understanding the financial situation of ELSA and providing recommendations to the Council concerning the Interim Accounts of ELSA.

Preparation

Read the ELSA [Interim Accounts \(Annex 1\)](#) and [Auditors Report \(Annex 4\)](#) carefully and be prepared to ask any questions regarding this financial evaluation.

*12:00-13:00***ABSENCE MAKES THE HEART GROW FONDER****Description**

In this Workshop we will discuss the value of having a National Alumni Network, the importance of maintaining good relations with Alumni, as well as give practical advice on how to establish and expand your National Alumni Network.

Outcome

The Workshop outlines the importance of Alumni relations and the fundamentals of establishing and expanding National Alumni Networks.

Preparation

None.

*14:30-15:00***“FOR AULD LANG SYNE...”****Description**

In the immortal words of the beloved tenor Andrea Bocelli - “Time to Say Goodbye”. We will share our final reflections after a week of thoughtful discussion, deliberation and debate. As it is

BOARD MANAGEMENT, EXTERNAL RELATIONS AND EXPANSION WORKSHOP

certain that the sun rises in the east and sets in the west, we shall see each other again, but until then - farewell!

Outcome

The Workshop will be our venue to reflect on the highs and lows of the term, the lessons we learnt and the roads we paved.

Preparation

None.

INTERNAL MANAGEMENT WORKSHOP

INTERNAL MANAGEMENT WORKSHOP

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](#) of ELSA;
- Read relevant parts of the [International Council Meeting Decision Book, 62nd Edition](#);
- Read the [One Year Operational Plan](#) (OYOP) of the International Board of ELSA 2023/2024;
- Read the Minutes of the [IV International Strategy Meeting Brno](#);
- Bring your ELSA spirit, share your thoughts and suggestions, and leave your personal touch in the LXXXV International Council Meeting Thessaloniki.

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.

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 IM Workshop!



Yordan Kyurkchiyski

Secretary General

International Board of ELSA 2023/2024

INTERNAL MANAGEMENT WORKSHOP

Draft Agenda

	7th April	8th April	9th April	10th April	11th April	12th April	13th April	14th April	
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
09:00	Arrival	Opening Workshop	Breakfast						Departures
09:30			Officers' and Freshers' Workshops	Following the Footsteps of the Data (Data Protection)	Mid Plenary	Behave! (Joint with AA/C, PD & S&C)	Fireside Chat: International Trainers' Pool	Final Plenary	
10:00		Break							
10:30			Still Standing (IM Therapy Session)			Once Upon a Training	Before We Say Goodbye Cont'd (Joint with AA/C)		
11:00		Call Me Mr. Worldwide (International Update)							
11:30			Lunch						
12:00		Lunch							
12:30			Lunch						
13:00		Lunch							
13:30			Lunch						
14:00		Lunch							
14:30			LoA	EDF Statutes (Joint with FM)	I Declare Bankruptcy! (Hosting Internal Meetings) (Joint with FM)	Mid Plenary	Sponsors' Conference	Miscellaneous	
15:00		Here We Go Again! (Statutory Proposals) (Joint with BEE)							
15:30			Opening Plenary	Break	Sightseeing	To the One Coming for My Crown (Candidacy Workshop)	Reporting Time	Final Plenary	
16:00	The Bare Minimum (Human Resources)	Fireside Chat: ELSA International Team							Preparation Time
16:30			Searching for the Lost PD Officer (Joint with IM)	Reporting Time					
17:00	HoD Meeting	Reporting Time							
17:30			Reporting Time						
18:00	Reporting Time								
18:30		Reporting Time							
19:00	Reporting Time								
19:30		Reporting Time							
20:00	Dinner		Dinner						
20:30		Gala Ball		Socials					
21:00	Socials		ELSA Vision						
21:30		Socials							
22:00	Socials								
22:30		Socials							

INTERNAL MANAGEMENT WORKSHOP

Sunday, 7th April 2024

18:30-19:00

HEAD OF DELEGATION'S MEETING

Description

The Heads of Delegation are the main communication channel between the International Board and the National Group. The meeting of the Heads of Delegation will provide you with all the important and useful information applicable to your National Group.

Outcome

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

 INTERNAL MANAGEMENT WORKSHOP

Monday, 8th April 2024

9:00-10:00

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 of ensuring 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.

10:00-10:30

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 tasks. Presenting to new members the content of the meeting.

Preparation

None.

11:00-12:00

STILL STANDING (IM THERAPY SESSION)

Description

Eight full months have passed since the beginning of the Term 2023/2024, and we are still standing here. As we open the second and last regular International Council Meeting of the Term, we will take a moment to reflect on the accomplishments and challenges this year has presented us with as IMers and as members of our International, National and Local Networks.

INTERNAL MANAGEMENT WORKSHOP

Outcome

Participants are provided with an opportunity to share their experiences since the beginning of the Term, including any achievements, milestones and challenges they have gone through and faced so far.

Preparation

None.

12:00-13:00

CALL ME MR. WORLDWIDE (INTERNATIONAL UPDATE)**Description**

The substantive part of the LXXXV International Council Meeting IM Workshops will begin with an opportunity for participants to get updated on all important developments within the IM Area since the conclusion of the LXXXIV International Council Meeting earlier in November 2023. They will have a chance to ask questions regarding the update and present their own National Group's perspective on specific issues.

Outcome

Participants are familiar with the developments at the international level since the conclusion of the LXXXIV International Council Meeting in Tbilisi, Georgia. They are also presented with the 36th State of the Network Report.

Preparation

Read through the Internal Management Parts of the Monthly Reports for [November](#), [December](#), [January](#), [February](#) and [March](#) (the latter to be released on the 30th March, 2024), as well as the [Spring Activity Report](#) of ELSA International 2023/2024. Prepare any questions you may have regarding developments at the international level.

14:30-15:30

EDF STATUTES (JOINT WITH FM)**Description**

As of the 1st of January 2024, the Belgian Law for Companies and Associations from the 23rd of March 2019 officially came fully into force, closing the compliance deadlines for all companies, associations and foundations in Belgium to bring their internal regulations in accordance with the new Code. This new law necessitates a number of changes to be introduced to the text of the EDF Statutes before their notarisation and official publication in the Belgian Gazette. During this Workshop, the participants will examine and discuss the Proposals brought forward by the International Board of ELSA on behalf of the Board of Directors of EDF, before voting on their recommendation in the Mid Plenary Session.

INTERNAL MANAGEMENT WORKSHOP

Outcome

Recommendation to the Council concerning the ELSA Development Foundation Statutes Proposals.

Preparation

Read the Proposals No. 47 for the ELSA Development Foundation Statutes carefully; if you have specific amendments in mind, please prepare them. If feasible, consider discussing these amendments with the Workshop Chairs or International Board prior to the Workshop. This will facilitate a smoother and more expedient progression of the Workshop. Familiarise yourself with the current text of the EDF [Statutes](#) and [Standing Orders](#).

15:30-16:30

HERE WE GO AGAIN! (STATUTORY PROPOSALS) (JOINT WITH BEE)**Description**

Yes, indeed, here we are again! During this Workshop, we will discuss the Statutory Proposals the International Board of ELSA brought forward.

Outcome

The Workshop provides a recommendation to the International Council regarding the Statutory Proposals brought forward by the International Board of ELSA.

Preparation

Read Proposals No. 1-9.

17:00-18:00

THE BARE MINIMUM (HUMAN RESOURCES)**Description**

Following the discussions held at the LXXXIV International Council Meeting Tbilisi and the IV International Strategy Meeting Brno, where a structured SWOT analysis of the Human Resources of ELSA International was performed, and input was gathered on the structure, content and implementation mechanisms of a future Human Resources Strategy, the time has come to present a Draft of the Strategy for the final input of the ELSA Network. During this Workshop, participants will engage with the contents of the Draft HR Strategy, providing their perspective on the main goals and objectives the strategy addresses. They will also be able to connect these objectives to the regulatory changes proposed in Chapter 6. Human Resources of the Internal Management Part of the [International Council Meeting Decision Book](#).

INTERNAL MANAGEMENT WORKSHOP

Outcome

Participants will examine the structure, contents, and implementation mechanisms of the Draft Human Resources Strategy of ELSA International and provide their input.

Preparation

Please read the relevant parts of the [Minutes](#) of the IV International Strategy Meeting Brno, relating to the development of the Human Resources Strategy of ELSA (pp. 31-34, 79-83, 123-127 and 146-151). Additionally, please read the [Input Paper with the Draft Human Resources Strategy of ELSA 2024-2026](#).

18:00-19:00

SEARCHING FOR THE LOST PD OFFICER (JOINT WITH PD)**Description**

Even though Professional Development is one of the Key Areas of ELSA, it is strongly connected to multiple areas of Human Resources Management - from recruiting candidates to ELSA Traineeships, through welcoming them via the “Reception” process and finally providing them with development opportunities. Yet, the Vice Presidents in charge of Professional Development within Local, National and even the International Board remain without successful recruitment, often resulting in open vacancies or the need for Deputy Officers.

Outcome

Participants discuss the difficulties in recruiting Officers for the Professional Development Area within their own National Group and develop specific input points for improvement.

Preparation

Reflect on the difficulties recruiting Professional Development Officers within your own National Network.

INTERNAL MANAGEMENT WORKSHOP

Tuesday, 9th April 2024*10:00-12:00***FOLLOWING THE FOOTSTEPS OF THE DATA (DATA PROTECTION)****Description**

In this session, we will explore the data you collect as an ELSA group and try to find the key to the door of data flows in ELSA. As you already know, the importance of Data Protection does not only concern the IM area. In fact, all Key Areas, as well as Supporting Areas in ELSA are involved in the collection and processing of data. Together, we will find out what the GDPR requirement "Record of Processing Activities" means and get to know a tool to apply this in your ELSA group. This is the first step in becoming a privacy-friendly ELSA Group!

Outcome

Participants will be introduced to the basic system of creating a Record of Processing Activities (ROPA). Participants will learn how to analyse their ELSA Group, where and what data is collected, and how to get an overview of all data flows.

Preparation

Prior to our Workshop, we encourage you to take a moment to consider where and what data you collect in each of these areas in your ELSA group. This will provide valuable input to our discussions during the Workshop.

*12:00-13:00***AND THEY LIVED HAPPILY EVER AFTER (CODE OF CONDUCT PROPOSALS)****Description**

During the LXXXIV International Council Meeting, the Network had the opportunity to discuss for the first time the draft of the revised Code of Conduct of ELSA via an Input Paper submitted by the International Board. Subsequently, this draft became the subject of discussions during a dedicated IM Open Call in December 2023, as well as of an open consultation with the Network in mid-January 2024, with the whole process culminating in its [official publication](#) at the beginning of February 2024. Following this publication, the revised text has now been presented and implemented in numerous events and projects organised and coordinated by ELSA International, such as the IV International Strategy Meeting, Regional Rounds of both the HPMCC and JHJMCC, as well as the 2024 ROLE Train the Facilitators Conference, fostering the capacity of National and Local Groups of ELSA to address welfare violations, while improving the effective application of the Code of Conduct in line with Strategic Goals 1.2a and b. To continue the process, the International Board is now proposing its formal inclusion as an Annex in the International Council Meeting Decision Book. This would ensure its sustainability and raise awareness of its contents across our whole ELSA Network. Additionally, the text has been refined and modified on the advice of a specialised data protection advisor, with whom ELSA International currently cooperates.

INTERNAL MANAGEMENT WORKSHOP

Outcome

The Workshop provides a recommendation to the International Council regarding the Code-of-Conduct-related Proposals brought forward by the International Board of ELSA.

Preparation

Read Proposals No.14 and 15.

14:30-16:00

I DECLARE BANKRUPTCY! (HOSTING INTERNAL MEETINGS) (JOINT WITH FM)**Description**

Becoming the host of an International Internal Meeting (IIM) is one of the most daunting challenges for many National Groups of ELSA. From managing the financial stability and sustainability of the event to being able to meet the logistical requirements necessary, the International Council Meeting and the International Strategy Meeting are projects which can make or break a Group - or at least so it appears. Based on the demand raised by the IV International Strategy Meeting in Brno, during this Workshop, we will demystify the process of organising an IIM, including all applicable (quality) standards and requirements. We will talk about the financial consequences to the Organising ELSA Group and the available support mechanisms from former hosts and the International Board of ELSA. Finally, we will discuss the Proposals brought forward by the International Board in relation to the fees applicable to IIMs.

Outcome

Participants will learn more about the process of hosting an International Internal Meeting of ELSA. They have an opportunity to discuss the applicable quality standards, the organisational process, and the different options and forms of support available to them. Additionally, the Workshop provides a recommendation to the International Council regarding the International Council Meeting Decision Book Proposals brought forward by the International Board of ELSA in relation to the International Internal Meetings Fees.

Preparation

Please take a look at the existing Quality Standards for [International Council Meetings](#) (available at the latest submitted Hosting Application on page 19). Think of any questions you may have in relation to the hosting of an International Internal Meeting. Read Proposals No. 24 and 29. If you have specific amendments in mind, please prepare them. If feasible, consider discussing these amendments with the Workshop Chairs or International Board before the Workshop. This will facilitate a smoother and more expedient progression of the Workshop.

16:00-16:30

WILL YOU MARRY ME? (IM PROPOSALS)**Description**

INTERNAL MANAGEMENT WORKSHOP

During this Workshop, we will discover if the IM Proposals presented by the International Board and the IM Workshop Participants are a match made in heaven or a combination destined to be forgotten in the long threads of ELSA History. Together, we will go through the Proposals related to the Internal Management Area, and the Workshop will have an opportunity to share input, make amendments and provide its ultimate recommendation to the International Council.

Outcome

The Workshop provides a recommendation to the International Council regarding the IM-related Standing Orders and International Council Meeting Decision Book Proposals brought forward by the International Board of ELSA.

Preparation

Read Proposals No. 10-11 and 17-21.

INTERNAL MANAGEMENT WORKSHOP

Thursday, 11th April 2024*10:00-11:00***BEHAVE! (JOINT WITH AA/C, PD & S&C)****Description**

While Welfare may naturally fall within the Internal Management Area, the Key Areas of ELSA are its main implementers through the various projects organised and coordinated by ELSA International. Therefore, following the (hopefully) successful approval of the revised Code of Conduct of ELSA during the Mid Plenary of the International Council Meeting, this Workshop will serve as an opportunity for Officers from all Key Areas of ELSA to deepen their knowledge of its scope and engage in practical exercises relating to its application.

Outcome

Participants learn about the purpose, scope and implementation of the Code of Conduct of ELSA, as well as how it will apply to them should they become organisers or coordinators of international projects.

Preparation

None.

*11:30-13:00***ONCE UPON A TRAINING****Description**

ELSA Training has been present in our Association for a long time. During this Workshop, we will revisit what has been done in this area and discuss its current possibilities, allowing us to utilise it best moving forward. Additionally, we will tackle National Trainers' Pools as a concept and how to establish them in our Network.

Outcome

Participants will have a better understanding of ELSA Training and its effect. The foundation for establishing and maintaining National Trainers' Pools will be laid.

Preparation

Read the [National Trainers' Pool Handbook](#).

*16:30-17:30***TO THE ONE COMING FOR MY CROWN (CANDIDACY WORKSHOP)****Description**

INTERNAL MANAGEMENT WORKSHOP

As with all good things, the term of a member of the International Board of ELSA also comes to an end. During this Workshop, it will be the time for the Candidate(s) for the position of Secretary General of the International Board of ELSA 2024/2025 to shine. They will have the chance to present themselves and answer questions raised by the Workshop.

Outcome

Participants have an opportunity to learn more about the Candidate(s) for the position of Secretary General of the International Board of ELSA 2024/2025 and their action plans and can thus provide an informed recommendation to their National Group.

Preparation

Read the Candidacy Materials of the Candidate(s) for the position of Secretary General of the International Board of ELSA 2024/2025 and prepare questions.

17:30-19:00

FIRESIDE CHAT: ELSA INTERNATIONAL TEAM**Description**

“Retaining Talent” was one of the most highlighted Strategic Goals of the former Strategic Plan 2019-2023 and while there is now a new Strategic Plan in place, keeping talented Officers within the Network is more important than ever, with one of the best ways for Officers to continue their “career” in ELSA being joining the ELSA International Team. As the term in office comes to an end on the 31st of July for many, this Workshop will be an opportunity to learn more about the internal functioning of the ELSA International Team, what it is like to be a part of it, and what the main commitments and benefits are.

Outcome

Participants will learn more about the ELSA International Team and the available positions within it directly from the current IM EIT itself.

Preparation

Prepare all your burning questions about what it is like to be a part of the EIT. Recruitment process, workload, time commitments, teamwork patterns and types of tasks - you name it, we got it!

INTERNAL MANAGEMENT WORKSHOP

Friday, 12th April 2024*10:00-11:00***FIRESIDE CHAT: INTERNATIONAL TRAINERS' POOL****Description**

Believe it or not, life after ELSA exists (more or less)! And while the long-awaited restful life of an Alumni is enticing, one of the best ways to still retain some connection to the Association is by becoming a Trainer of the International Trainers' Pool (ITP). During this Workshop, Participants will have the opportunity to hear about the benefits of the ITP and ELSA Training directly from three of our very own ITP Trainers. They will tell us about their experience in ELSA, the process of becoming an ITP Trainer, and how this process looked for them. They will also share their perspective on the responsibilities and benefits of becoming a part of our ITP community.

Outcome

Participants learn more about the International Trainers' Pool of ELSA directly from the source of three highly engaged ITP Trainers.

Preparation

Visit training.elsa.org and guess who our guests will be!

*11:00-12:00***BEFORE WE SAY GOODBYE (TRANSITION)****Description**

One of the most crucial signals of a successful term is the acquisition of a successor within your Area and the management and implementation of a comprehensive transition. As IMers, we are responsible for this process - including the creation of the framework and agenda for our Board's transition. During this Workshop we will dive into the elements which make up a quality transition - both from an organisational and knowledge management standpoint. What are the different segments of a transition, the sessions, theoretical and practical, what should they include, what materials should be used, and more?

Outcome

Participants learn and exchange their experiences regarding the key factors contributing to a successful transition. They have a clear understanding of how to proceed with the planning process.

Preparation

Read the [Transition Manual](#) and think about your plans for the implementation of your own transition at the end of this term. How the process works within your National Group - what was your experience, what did you (not) appreciate about it, and what is the feedback you have received from your predecessor?

INTERNAL MANAGEMENT WORKSHOP

12:00-13:00

BEFORE WE SAY GOODBYE CONT'D (JOINT WITH AA/C)**Description**

The Areas of Academic Activities and Competitions are some of the newest among the Key Areas when it comes to their current format, implemented following the [2021 Board Reform](#). Accordingly, from the latest Human Rights- and Social Responsibility-oriented nature of Academic Activities to the handling of both Moot Courts and Academic Competitions in the Competitions Area, there is a lot of freshly established know-how which should be maintained within the whole ELSA Network. In this Workshop, we will discuss how to implement an effective transition within the AA & C bubble, including any prospective future separation in their relationship, and how the Internal Management Area can support this transition.

Outcome

Participants discuss the key parts of their future transitions within the AA & C Areas and develop a draft framework for their execution. They have a clear overview of the support mechanisms available to them in this transition - where to find them and how to utilise them.

Preparation

Think of the main elements of knowledge you would like to pass on to your successor. What are the most important things you have learned within your Key Area, how do you see it evolving in the future, and how can your fellow IMer support you in transferring this knowledge to your successor?

14:30-15:30

MISCELLANEOUS**Description**

This Workshop will provide an additional opportunity to raise any matters which have previously not been addressed or which have introduced additional questions over the week.

Outcome

Participants discuss any topics we did not have time to address previously.

Preparation

None.

15:30-16:30

IM DONE

INTERNAL MANAGEMENT WORKSHOP

Description

With the name “IM Done”, courtesy of the creativity of ELSA Germany, this Workshop will officially close the IM Workshops of the LXXXV International Council Meeting Thessaloniki. We will share feedback and say our goodbyes.

Outcome

Trying not to cry.

Preparation

Bring a pack of tissues.

FINANCIAL MANAGEMENT WORKSHOP

FINANCIAL MANAGEMENT WORKSHOP

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](#) of ELSA;
- Read relevant parts of the [International Council Meeting Decision Book, 62nd Edition](#);
- Read the [One Year Operational Plan](#) (OYOP) of the International Board of ELSA 2023/2024;
- Read the Minutes of the [IV International Strategy Meeting Brno](#);
- Bring your ELSA spirit, share your thoughts and suggestions, and leave your personal touch in the LXXXV International Council Meeting Thessaloniki.

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.

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 FM Workshop!



Adéla Chloupková

Treasurer

International Board of ELSA 2023/2024

FINANCIAL MANAGEMENT WORKSHOP

Draft Agenda

	7th April	8th April	9th April	10th April	11th April	12th April	13th April	14th April	
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
09:00	Arrival	Opening Workshop	Breakfast						Departures
09:30									
10:00		Officers' and Freshers' Workshops	Money makes the ELS go round (Joint with S&C)	Mid Plenary	The Playbook of Every Treasurer	Interim Accounts (Joint with BEE)	Final Plenary		
10:30		BBC: The InterNational News							
11:00		Break							
11:30		BBC: The EDF News	Hello, it's me again: the FEE for ELSA Traineeships (Joint with PD)		Preparation Is Half the Battle	Where the Money goes: The Revision of the Budget of ELSA 2023/2024			
12:00									
12:30									
13:00		Lunch							
13:30									
14:00									
14:30		LoA	EDF Statutes (Joint with IM)	I Declare Bankruptcy! (Hosting Internal Meetings) (Joint with IM)	Mid Plenary	Sponsors' Conference	Where Will the Money Go: The Budget of ELSA 2024/2025		
15:00									
15:30		Opening Plenary	The Journey Is the Destination	Let's make a change		FMily Forever			
16:00	Break								
16:30	The Next One Standing in the Order is EDF		Sightseeing	Have you met... (Candidacy Workshop)	Reporting Time				
17:00									
17:30	HoD Meeting	To Infinity and Beyond!	How To Be an Auditor	Preparation Time					
18:00									
18:30	Reporting Time				Transport				
19:00									
19:30	Dinner				Gala Ball				
20:00									
20:30					Dinner				
21:00	Socials			ELSA Vision					
21:30					Socials				
22:00									
22:30									

FINANCIAL MANAGEMENT WORKSHOP

Sunday, 7th April 2024

18:30-19:00

HEAD OF DELEGATION'S MEETING

Description

The Heads of Delegation are the main communication channel between the International Board and National Group. The meeting of the Heads of Delegation will provide you with all the important and useful information applicable to your National Group.

Outcome

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

FINANCIAL MANAGEMENT WORKSHOP

Monday, 8th April 2024*9:00-10:00***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 of ensuring 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.

*10:00-10:30***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 learn about the customs and atmosphere of the event.

Outcome

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

Preparation

None.

*10:30 - 11:30***BBC: THE INTERNATIONAL NEWS****Description**

During this Workshop, participants will be provided with an international-level update. Following that, they will have the chance to engage in discussions about developments within their ELSA group and exchange information about their activities. Additionally, they will receive a summary of the findings of the State of the Network (SotN).

FINANCIAL MANAGEMENT WORKSHOP

Outcome

Receiving the latest Network updates and fostering stronger connections among participants.

Preparation

Prepare to provide a concise overview of your recent activities since the 84th International Council Meeting Tbilisi.

12:00 - 13:00

BBC: THE EDF NEWS**Description**

During this Workshop, participants will receive an update about the ELSA Development Foundation. What has happened since the 84th International Council Meeting Tbilisi, what are the current issues, and how are we working on developing this Foundation? Subsequently, they will have the opportunity to see the statistics from all cycles that have taken place during this term and compare them with the previous terms.

Outcome

Receiving the latest updates about the ELSA Development Foundation and a better understanding of this Foundation's current position.

Preparation

None.

14:30 - 15:30

EDF STATUTES**Description**

As of the 1st of January 2024, the Belgian Law for Companies and Associations from the 23rd of March 2019 officially came fully into force, closing the compliance deadlines for all companies, associations and foundations in Belgium to bring their internal regulations in accordance with the new Code. This new Law necessitates a number of changes to be introduced to the text of the EDF Statutes, ahead of their notarisation and official publication in the Belgian Gazette. During this Workshop, the participants will examine and discuss the Proposals brought forward by the International Board of ELSA on behalf of the Board of Directors of EDF, before voting on their recommendation in the Mid Plenary Session.

Outcome

Recommendation to the Council concerning the ELSA Development Foundation Statutes Proposals.

Preparation

FINANCIAL MANAGEMENT WORKSHOP

Read carefully Proposal No. 47 for the ELSA Development Foundation Statutes, and if you have specific amendments in mind, please prepare them. If feasible, consider discussing these amendments with the Workshop Chairs or International Board prior to the Workshop. This will facilitate a smoother and more expedient progression of the Workshop. Familiarise yourself with the current text of the EDF [Statutes](#) and [Standing Orders](#).

15:30 - 16:30

THE JOURNEY IS THE DESTINATION**Description**

Being a master in something takes hours of practice. During the 84th International Council Meeting in Tbilisi, participants of the FM workshop had a chance to submit an EDF Application. Therefore, this time, the participants will take a closer look at the evaluation of each Application, pretend to be part of the Board of Directors, and decide if the received Application is successful or not.

Outcome

Understanding the Evaluation process of an EDF Application in order to know how to proceed with problematic parts of the application process.

Preparation

Carefully read the Evaluation process of the EDF Application in the [ELSA Development Foundation Standing Orders](#).

17:00 - 17:30

THE NEXT ONE STANDING IN THE ORDER IS EDF**Description**

In the workshop, participants will have the chance to engage in comprehensive discussions regarding all proposals related to the ELSA Development Foundation Standing Orders.

Outcome

Recommendation to the Council concerning the ELSA Development Foundation Standing Orders Proposals.

Preparation

Read carefully Proposals No. 25 and 48-50 for the ELSA Development Foundation Standing Orders, and if you have specific amendments in mind, please prepare them. If feasible, consider discussing these amendments with the Workshop Chairs or International Board prior to the workshop. This will facilitate a smoother and more expedient progression of the workshop.

FINANCIAL MANAGEMENT WORKSHOP

17:30 - 19:00

TO INFINITY AND BEYOND!**Description**

After the whole day of talking about where the ELSA Development Foundation is now, participants will now discuss where the ELSA Development Foundation could be in the future. This workshop will start with the presentation of the ELSA Development Foundation budget 2023/2024, which will be followed by the presentation of the ELSA Development Foundation budget 2024/2025. The last part of this workshop will focus on the ELSA Development Foundation's future. Participants will have a chance to raise their concerns and recommendations for the ELSA Department Foundation and discuss future steps, such as the possibility of an ELSA Development Strategy.

Outcome

Recommendation to the Council concerning the revised ELSA Development Foundation budget 2023/2024 and proposed ELSA Development Foundation budget 2024/2025. Moreover, setting up a plan for the ELSA Development Foundation.

Preparation

Go through the revision of the ELSA Development Foundation budget 2023/2024 in the [Working Materials of the 84th International Council Meeting Tbilisi](#) (Annex 6) and read the [Minutes from the 84th International Council Meeting Tbilisi](#) (pages 185-188) concerning the amendments of the ELSA Development Foundation budget 2023/2024. Additionally, go through the [revision of the ELSA Development Foundation budget](#) and proposed amendments (Annex 7), as well as the [ELSA Development Foundation budget 2024/2025](#) (Annex 8), and if you have specific amendments in mind, please prepare them. If feasible, consider discussing these amendments with the Workshop Chairs or International Board prior to the workshop. This will facilitate a smoother and more expedient progression of the workshop.

FINANCIAL MANAGEMENT WORKSHOP

Tuesday, 9th April 2024*10:00 - 11:30***MONEY MAKES THE ELS GO ROUND (JOINT WITH S&C)****Description**

After the discussions during the 84th International Council Meeting in Tbilisi and the 4th International Strategy Meeting Brno, the International Board of ELSA is coming up with proposed amendments to the Financial Management regulations of ELSA concerning ELSA Law Schools Fees. During this workshop, participants will have the chance to engage in comprehensive discussions regarding all proposals related to the ELSA Law Schools Fees and raise their comments and arguments in favour or against.

Outcome

The workshop comes forward with recommendations regarding amendments to the FM-related regulations of ELSA concerning ELSA Law Schools Fees.

Preparation

Go through Proposal No. 26a and No. 26b concerning Part 4. Financial Management, Chapter 6. Event Fees, and if you have specific amendments in mind, please prepare them. If feasible, consider discussing these amendments with the Workshop Chairs or International Board prior to the workshop. This will facilitate a smoother and more expedient progression of the workshop. Additionally, familiarise yourself with the [Minutes from the 84th International Council Meeting Tbilisi](#) (pages 299-313) and [Minutes from the 4th International Strategy Meeting Brno](#) (pages 3-7, 12-17, 44-55, 93-101).

*11:30 - 13:00***HELLO, IT'S ME AGAIN: THE FEE FOR ELSA TRAINEESHIPS (JOINT WITH PD)****Description**

Following the discussion during the 84th International Council Meeting Tbilisi, the International Board of ELSA is coming up with a Proposal for the ELSA Traineeships FEE. In this Workshop, participants will have the opportunity to partake in thorough discussions concerning all aspects of the ELSA Traineeship proposals, expressing their comments and arguments in favour or against.

Outcome

The Workshop provides a recommendation to the International Council regarding the FM-related International Council Meeting Decision Book Proposals brought forward by the International Board of ELSA.

Preparation

Go through the Proposal No. 25 concerning Part 4. Financial Management, Chapter 6. Event Fees, and if you have specific amendments in mind, please prepare them. If feasible, consider discussing these amendments with the Workshop Chairs or International Board prior to the Workshop. This

FINANCIAL MANAGEMENT WORKSHOP

will facilitate a smoother and more expedient progression of the Workshop. Additionally, familiarise yourself with the [Minutes from the 84th International Council Meeting Tbilisi](#) (pages 276 - 280).

14:30 - 16:00

I DECLARE BANKRUPTCY! (HOSTING INTERNAL MEETINGS) (JOINT WITH IM)**Description**

Becoming the host of an International Internal Meeting (IIM) is one of the most daunting challenges for many National Groups of ELSA. From managing the financial stability and sustainability of the event to being able to meet the logistical requirements necessary, the International Council Meeting and the International Strategy Meeting are projects which can make or break a Group - or at least so it appears. Based on the raised demand from the IV International Strategy Meeting in Brno, during this Workshop we will demystify the process of organising an IIM, including all applicable (quality) standards and requirements. We will talk about the financial consequences to the Organising ELSA Group and the available support mechanisms from former hosts and the International Board of ELSA. Finally, we will discuss the Proposals brought forward by the International Board in relation to the fees applicable to IIMs.

Outcome

Participants learn more about the process of hosting an International Internal Meeting of ELSA. They have an opportunity to discuss the applicable quality standards, the process of organisation and the different options and forms of support available to them. Additionally, the Workshop provides a recommendation to the International Council regarding the International Council Meeting Decision Book Proposals brought forward by the International Board of ELSA in relation to the International Internal Meetings Fees.

Preparation

Please take a look into the existing Quality Standards for [International Council Meetings](#) (available at the latest submitted Hosting Application on page 19). Think of any questions you may have in relation to hosting an International Internal Meeting. Read Proposals No. 24 and 29. If you have specific amendments in mind, please prepare them. If feasible, consider discussing these amendments with the Workshop Chairs or International Board prior to the Workshop. This will facilitate a smoother and more expedient progression of the Workshop.

16:00 - 16:30

LET'S MAKE A CHANGE**Description**

In this Workshop, participants will ascertain whether the FM proposals presented by the International Board align with their preferences or if any inconsistencies arise. The session will involve a comprehensive review of the proposals on the Financial Management Area, allowing

FINANCIAL MANAGEMENT WORKSHOP

participants to share input, propose amendments, and ultimately offer their recommendations to the International Council.

Outcome

Recommendation to the Council concerning the Financial Management part of the International Council Meeting Decision Book Proposals.

Preparation

Go through Proposals No. 22-23, 27 and 43 concerning Financial Management, and if you have specific amendments in mind, please prepare them. If feasible, consider discussing these amendments with the Workshop Chairs or International Board prior to the Workshop. This will facilitate a smoother and more expedient progression of the Workshop.

FINANCIAL MANAGEMENT WORKSHOP

Thursday, 11th April 2024*10:00 - 12:00***THE PLAYBOOK OF EVERY TREASURER****Description**

Effective financial planning is crucial for any association, and ELSA, with its distinct Financial Strategy, is no exception. In this Workshop, participants will delve into the specifics of ELSA's financial approach, including budgeting, fiscal planning, and efficient resource allocation. Additionally, each participant will have the chance to discuss financial planning within their ELSA Group and, through a practical example, develop their skills in this area.

Outcome

Evaluation of the current Financial Strategy of ELSA and a better understanding of the importance of having a financial plan and how to create one for your National/Local Group.

Preparation

Familiarise yourself with the Financial Strategy of ELSA 2022-2025 and the regulated process behind that, which you find in the [International Council Meeting Decision Book of ELSA](#) (pages 36-42). Additionally, prepare an overview of how your national/local group manages its financial planning.

*12:00 - 13:00***PREPARATION IS HALF THE BATTLE****Description**

During this Workshop, participants will explore various transition strategies to facilitate effective knowledge transfer. They will also review all the pertinent information that must be conveyed to the successors, prepare the next Treasurers of the Network, and uphold our work's quality standards.

Outcome

Provide details about the transition structure and share best practices and ideas for disseminating this knowledge. In order to improve the quality of the transition within ELSA.

Preparation

Prepare to share your insights on the typical transition process within your National/Local Group. Reflect on your personal experience with transition, highlighting aspects that you found favourable and those that you did not.

FINANCIAL MANAGEMENT WORKSHOP

16:30 - 17:30

HAVE YOU MET... (CANDIDACY WORKSHOP)**Description**

During this Workshop, the Candidate(s) for the position of Treasurer of the International Board of ELSA 2024/2025 will have the chance to present themselves. Other participants can ask Candidate(s) questions for this position and/or require clarifications on which candidate(s) will have an opportunity to answer.

Outcome

FM Officers know the Candidate(s) for the position of Treasurer of the International Board of ELSA 2024/2025 and their action plans and thus can provide an informed recommendation to their National Group.

Preparation

Read the Candidacy Materials of the Candidate(s) for the position of Treasurer of the International Board of ELSA 2024/2025 and prepare questions.

17:30 - 19:00

HOW TO BE AN AUDITOR**Description**

Managing the finances of an ELSA group poses its challenges. To prevent potential errors or mitigate damages in case of mistakes, there are control mechanisms in place, one of which is the role of Auditors. The upcoming Workshop, hosted by the Auditors of ELSA International 2023/2024, aims to provide participants with insights into the role of an auditor within an ELSA group. It will cover the general responsibilities of Auditors and how they can support the efforts of the National/Local board.

Outcome

Better understanding of the responsibilities of an auditor and how to become one.

Preparation

None.

FINANCIAL MANAGEMENT WORKSHOP

Friday, 12th April 2024*10:00 - 12:00***INTERIM ACCOUNTS (JOINT WITH BEE)****Description**

Now is the moment to assess the financial decisions, accounting practices, and all financial advancements made since the term began. In this Workshop, the Treasurer of the International Board of ELSA will introduce the Interim Accounts of ELSA International 2023/2024, while the Auditors will offer their statements on the Interim Account. Following each presentation, Workshop participants will have the chance to pose questions and seek clarification if needed.

Outcome

Understanding the financial situation of ELSA and providing recommendations to the Council concerning the Interim Accounts of ELSA.

Preparation

Read the ELSA [Interim Accounts \(Annex 1\)](#) and [Auditors Report \(Annex 4\)](#) carefully and be prepared to ask any questions regarding this financial evaluation.

*12:00 - 13:00***WHERE THE MONEY GOES: THE REVISION OF THE BUDGET OF ELSA 2023/2024****Description**

Ensuring precision in the budget is a key concern for both the Treasurers and the Association. In the first part of the Workshop the realisation of the Budget of ELSA for the term 2023/2024 will be presented to the participants. In the latter half, participants will be introduced to proposals for budget amendments and will have the chance to discuss them.

Outcome

Recommendation to the Council concerning the revised Budget of ELSA for the term 2023/2024.

Preparation

Go through the revision of the Budget of ELSA for the term 2023/2024 in the [Working Materials of the 84th International Council Meeting Tbilisi](#) (Annex 6) and read the [Minutes from the 84th International Council Meeting Tbilisi](#) (pages 181-183) concerning the amendments of the Budget of ELSA for the term 2023/2024. Additionally, go through the revision of the [Budget of ELSA for the term 2023/2024](#) and proposed amendments (Annex 7), and if you have specific amendments in mind, please prepare them. If feasible, consider discussing these amendments with the Workshop Chairs or International Board prior to the Workshop. This will facilitate a smoother and more expedient progression of the Workshop.

FINANCIAL MANAGEMENT WORKSHOP

14:30 - 15:30

WHERE WILL THE MONEY GO: THE BUDGET OF ELSA 2024/2025**Description**

Effective financial planning, whether for one, three, or five years, is essential for maintaining financial stability. Following the assessment of the current term's finances in the previous Workshop, participants in this session will have the chance to review and discuss the proposed ELSA Budget for the term 2024/2025.

Outcome

Recommendation to the Council concerning the proposed Budget of ELSA for the term 2024/2025.

Preparation

Go through the proposed [Budget of ELSA for the term 2024/2025](#) (Annex 8), and if you have specific amendments in mind, please prepare them. If feasible, consider discussing these amendments with the Workshop Chairs or International Board prior to the Workshop. This will facilitate a smoother and more expedient progression of the Workshop.

15:30 - 16:30

FMILY FOREVER**Description**

It's already the time of the last Workshop of the second International Council of the term. Therefore, during this Workshop, we will take time to reflect on what has happened since the beginning of the term, how far we have come, and what we can expect in the following months. Participants will have a chance to discuss any relevant issues or topics that haven't been discussed yet, evaluate the cooperation during the year, and say goodbye.

Outcome

Reflect on the 85th International Council Meeting and our cooperation during the term and say our goodbyes.

Preparation

None.

MARKETING WORKSHOP

MARKETING WORKSHOP

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](#) of ELSA;
- Read relevant parts of the [International Council Meeting Decision Book, 62nd Edition](#);
- Read the [One Year Operational Plan](#) (OYOP) of the International Board of ELSA 2023/2024;
- Read the Minutes of the [IV International Strategy Meeting Brno](#);
- Bring your ELSA spirit, share your thoughts and suggestions, and leave your personal touch in the LXXXV International Council Meeting Thessaloniki.

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.

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 MKT Workshop!



Fidan Namazova

Vice-President in charge of Marketing
International Board of ELSA 2023/2024

MARKETING WORKSHOP

Draft Agenda

	7th April	8th April	9th April	10th April	11th April	12th April	13th April	14th April	
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
09:00	Arrival	Opening Workshop	Breakfast						Departures
09:30									
10:00		Officers' and Freshers' Workshops	How to Market Professionalism (Joint with PD)	Mid Plenary	Market Me Next!	What comes after ELSA Marketing?	Final Plenary		
10:30		InterNational Updates - The Way of Marketers			Break				
11:00			Market the Strategy Up!		MKT Proposals	Audiovisuals - How to Use Them Marketfully?		(Knowledge) Managing before Marketing	
11:30									
12:00									
12:30									
13:00		Lunch							
13:30									
14:00									
14:30		LoA	Power Couple! - Proposal Workshop (Joint with AA)	BEEing Good at Partner MKTing (Joint with BEE)	Mid Plenary	Sponsors' Conference	MKT Alumni - Tell Me How	Final Plenary	
15:00		Opening Plenary					Keep it Balanced(!)		
15:30			Break	Protectors of the Corporate Identity		Reporting Time			
16:00	HoD Meeting		Brand Magic		Sightseeing	Protectors of the Corporate Identity	Preparation Time		
16:30									
17:00									
17:30									
18:00									
18:30									
19:00	Reporting Time					Transport	Dinner		
19:30									
20:00	Dinner								
20:30									
21:00	Socials				ELSA Vision	Gala Ball	Socials		
21:30									
22:00									
22:30									

MARKETING WORKSHOP

Sunday, 7th April 2024

18:30-19:00

HEAD OF DELEGATION'S MEETING

Description

The Heads of Delegation are the main communication channel between the International Board and National Group. The meeting of the Heads of Delegation will provide you with all the important and useful information applicable to your National Group.

Outcome

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

MARKETING WORKSHOP

Monday, 8th April 2024*9:00-10:00***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 of ensuring 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.

*10:00-10:30***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 tasks. Presenting to new members the content of the meeting.

Preparation

None.

*10:30-12:00***INTERNATIONAL UPDATES - THE WAY OF MARKETERS****Description**

Congratulations! You have survived as a Marketer for almost eight months. In this Workshop, the participants will have the opportunity to share their experiences through the past months as creative souls while listening to others. We will be discussing the similar and different problems of Marketers in group work and trying to evaluate our term.

MARKETING WORKSHOP

Outcome

A recap of past experiences and getting to know each other better.

Preparation

Skim through the MKT Handbook available on the [Officers' Portal](#). Prepare a short presentation on the current status of the Marketing area in your National Group and be ready to share any challenges you have faced.

12:00 – 13:00

MARKET THE STRATEGY UP!**Description**

Towards the end of the term, as Marketers we still have a lot to do! During this Workshop we will refresh our knowledge regarding the marketing strategies and talk about the following months in terms of the Marketing area. You will also get insights for transitioning your successor regarding the creation/usage of the Marketing Strategies.

Outcome

Having the knowledge of tailored marketing strategies, their usage and how to pass this knowledge.

Preparation

None.

14:30-16:00

POWER COUPLE! - PROPOSALS WORKSHOP (JOINT WITH AA)**Description**

During this Workshop, we will discuss the AA/MKT proposals on the merge of the Synergy and ELR Blog as well as the AHRC Brand.

Outcome

Discussion on the AA/MKT Proposals brought forward by the International Board of ELSA. The Workshop provides a recommendation to the International Council regarding the MKT-related Standing Orders and International Council Meeting Decision Book Proposals brought forward by the International Board of ELSA.

Preparation

Read Proposals No. 30-31

MARKETING WORKSHOP

16:30-17:30

KEEP IT BALANCED!**Description**

Keeping a balanced schedule as a Marketer - Lawyer/law student can sometimes be challenging. In this Workshop, we'll discuss strategies for balancing work and personal life. Participants will be able to share key moments from their term and the significant challenges they have encountered.

Outcome

Discussion on the practical ways of keeping balance as an ELSA Officers and a lawyer/law student.

Preparation

None.

18:00-19:00

BRAND MAGIC**Description**

In this Workshop, we'll delve into the world of graphic design, exploring various marketing and design styles for branding a project. We'll share our favourite graphic design resources and insights. The second part of the Workshop will be more hands-on: using Canva, we'll collaboratively build a project's basic branding from the ground up.

Outcome

Having the ability to create a new brand for a project.

Preparation

Have Canva accessible and be familiar with it.

MARKETING WORKSHOP

Tuesday, 9th April 2024*10:00-11:30***HOW TO MARKET PROFESSIONALISM (JOINT WITH PD)****Description**

We cannot be fully successful with PD projects without a tailored marketing strategy, considering the recent changes and newly added projects. In this Workshop, we will discover how to successfully market and promote the projects of the Professional Development area. With the help of group work, we will analyse what needs to be improved in the current marketing strategy and the possible solutions to implement a stronger plan for the future.

Outcome

A clear understanding of the challenges of the marketing of the PD projects and brainstorming about their solutions.

Preparation

None.

*11:30-12:30***MKT PROPOSALS****Description**

During this Workshop, we will discuss the MKT-related Proposals brought forward by the International Board of ELSA.

Outcome

The Workshop provides a recommendation to the International Council regarding the MKT-related International Council Meeting Decision Book Proposals brought forward by the International Board of ELSA.

Preparation

Read Proposal No. 32.

*14:30-16:30***BEEING GOOD AT PARTNER MKTING (JOINT WITH BEE)****Description**

During this Workshop, participants will dive into the relationship between ELSA Groups and their Partners by looking at different ways of promotion, engagement and marketing. We will look at

MARKETING WORKSHOP

practical examples and learn how to foster growth in partnerships by employing a structured approach to how we engage with partners.

Outcome

This Workshop provides an understanding of to to create and use promotional plans effectively and how this can be utilised to build on your relationships with current and present credibility and professionalism towards potential Partners.

Preparation

If you have any, look at your existing promotional plans and be ready to compare them to others during the Workshop. If your Group does not have existing promotional plans, reflect on how you could structure and improve communication with Partners.

MARKETING WORKSHOP

Thursday, 11th April 2024*10:00-11:00***MARKET ME NEXT!****Description**

Transitioning the next ELSA Officer is one of the most important parts of the term, which ensures the continuation of the ELSA Knowledge. With July slowly approaching it is time to think about the transition to be made by you. During this Workshop we will go over the basics of transition while talking about our own transition experiences and having practical exercises.

Outcome

Basic knowledge about how to transition to the next Marketer and self-reflection on past transition experiences.

Preparation

Have a look at the [Marketing Handbook](#) and [Transition Manual](#), which are available at the Officers' Portal.

*11:30-13:00***AUDIOVISUALS - HOW TO USE THEM MARKETFULLY?****Description**

Audiovisual is a very powerful tool when it comes to creating engagement with your audience. At ICM Tbilisi we mainly focused on how to create audiovisuals. However, it is also very important to know how to utilise them after creating. With this Workshop, we'll explore the ways to include audiovisuals in pre-promotion, promotion and after-events.

Outcome

Knowledge about how to include and use audiovisuals in marketing strategies.

Preparation

Have a look at the [Audiovisuals Presentation](#).

*16:30-17:30***CANDIDACY WORKSHOP****Description**

This is the moment to discover the candidate(s) for the position of Vice President in charge of Marketing of the International Board of ELSA for the term 2024/2025. Knowing about their plans, ideas, and vision for the area will be very exciting and fruitful!

MARKETING WORKSHOP

Outcome

Participants will be able to listen to the presentation of the candidate(s) for the Marketing area and will have the opportunity to ask questions.

Preparation

None.

17:30-19:00

PROTECTORS OF THE CORPORATE IDENTITY**Description**

Corporate identity is a susceptible and vital topic for ELSA - being an association present in 43 countries. As Marketing officers, we are responsible for protecting ELSA's Corporate Identity and Branding rules. In this Workshop, we'll talk about the Corporate Identity of ELSA, how to ensure its protection, current issues and the importance of including it in our transitions.

Outcome

Discussion about the current issues of CI of ELSA and brainstorming about the possible solutions.

Preparation

Read pages 6-8 of the [Marketing Handbook](#).

MARKETING WORKSHOP

Friday, 12th April 2024*10:00-11:30***WHAT COMES AFTER ELSA MARKETING?****Description**

Have you ever wondered what to do after being a Marketing officer at ELSA? Nikos Fifis, Vice President in charge of Marketing of The International Board of ELSA 2020/2021, will deliver a Workshop about the tools, insights and strategies you might need to transform your marketing expertise into a new career. During this Workshop, you will learn about leveraging your ELSA experience, bridging Law and Marketing, crafting your business plan, building your brand, etc.

Outcome

Basic knowledge about how to use the marketing experience within ELSA in future career plans.

Preparation

None.

*11:30-13:00***(KNOWLEDGE) MANAGING BEFORE MARKETING****Description**

Knowledge management is extremely principal within the Marketing Area considering that most ELSA officers have a legal background. In this Workshop, we will talk about marketing knowledge management tools and how to make them more effective. Participants will have the chance to compare their knowledge management strategies to others.

Outcome

Discussion about the knowledge management within the area, its issues and how to tackle them.

Preparation

Have a look at the knowledge management tools on the [Officers' Portal](#).

*14:30-15:30***MARKETING ALUMNI - TELL ME HOW****Description**

What can be better than having some marketing talk with the Marketing Alumni? During this Workshop, you will have the chance to talk with former IB members about their adventures and unique stories. We will be discussing how it is to be a marketer on international, national and local levels. Participants will also have the opportunity to ask questions to other marketers and exchange their experiences.

MARKETING WORKSHOP

Outcome

Exchanging experiences and having friendly talks with other marketers and Alumni.

Preparation

Prepare questions and be ready to have a friendly conversation.

15:30 – 16:30

MISCELLANEOUS & CLOSING**Description**

Approaching the end of the ICM Thessaloniki, it's time to share our final thoughts on how this meeting went and what to expect for the last months of the term. We'll also talk about our fondest ELSA memories and have friendly chit-chat.

Outcome

Participants give their feedback about the workshops these past months of the term and share future challenges.

Preparation

None.

ACADEMIC ACTIVITIES AND COMPETITIONS WORKSHOP

ACADEMIC ACTIVITIES AND COMPETITIONS WORKSHOP

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 relevant parts of the [International Council Meeting Decision Book, 62nd Edition](#);
- Read the [One Year Operational Plan](#) (OYOP) of the International Board of ELSA 2023/2024;
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- Bring your ELSA spirit, share your thoughts and suggestions, and leave your personal touch in the LXXXV International Council Meeting Thessaloniki.

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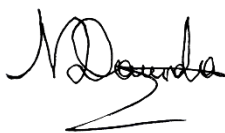
To access most of the documents above, you require a username and password.

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/C Workshop!



Nadia Dourida

Vice President in charge of Academic Activities
International Board of ELSA 2023/2024



Maciej Łodziński

Vice President in charge of Competitions
International Board of ELSA 2023/2024

ACADEMIC ACTIVITIES AND COMPETITIONS WORKSHOP

Draft Agenda

ACADEMIC ACTIVITIES

	7th April	8th April	9th April	10th April	11th April	12th April	13th April	14th April		
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday		
09:00	Arrival	Opening Workshop	Breakfast						Departures	
09:30										
10:00		Officers' and Freshers' Workshops	Another one thank you! (Human Rights)	Mid Plenary	Behave! (Joint with IM, PD & S&C)	Campaign Academy 101	Final Plenary			
10:30		What is going on in the house of commons? International Update (Joint with C)								
11:00					This is the end...or is it? (Joint with C)					
11:30						Break				
12:00			Sell it to me! (Joint with C)	Have you met Ad(vocacy)? (Joint with BEE)			Before We Say Goodbye Cont'd (Joint with IM)			
12:30										
13:00			Lunch							
13:30										
14:00										
14:30	LoA	Power Couple!- proposals workshop (Joint with MKT)	It's not you, It's me- Time For a Breakup (AA/C relationship)	Mid Plenary	Sponsors' Conference	Miscellaneous	Final Plenary			
15:00										AA/C out!
15:30	Opening Plenary	Break	Sightseeing	Mid Plenary	Rise & Run- Candidacy Workshop	Reporting Time	Final Plenary			
16:00										
16:30		Murder on the Dancefloor (ELR Proposal)								
17:00		Another Murder on the Dancefloor (ENC Proposal)								
17:30					Be your own hero (Joint with C)	Preparation Time				
18:00										
18:30	HoD Meeting									
19:00		Reporting Time				Transport				
19:30										
20:00		Dinner					Dinner			
20:30						Gala Ball				
21:00		Socials			ELSA Vision					
21:30								Socials		
22:00										
22:30										

ACADEMIC ACTIVITIES AND COMPETITIONS WORKSHOP

COMPETITIONS

	7th April	8th April	9th April	10th April	11th April	12th April	13th April	14th April	
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
09:00	Arrival	Opening Workshop	Breakfast						Departures
09:30									
10:00		Officers' and Freshers' Workshops	Academic Competitions - deep (deep) dive	Mid Plenary	Behave! (Joint with IM, PD, AA & S&C)	"All rise!" - Regional Rounds	Final Plenary		
10:30		What is going on in the house of commons? International Update (Joint with AA)			This is the end...or is it? - (Joint with AA)				
11:00						Break			
11:30		Sell it to me! (Joint with AA)			Before We Say Goodbye Cont'd (Joint with IM)				
12:00									
12:30									
13:00		Lunch							
13:30									
14:00									
14:30	LoA	Rules, Cases, and other things that you carry in your wallet	It's not you, It's me- Time For a Breakup (joint with AA)	Mid Plenary	Sponsors' Conference	Misceleneous	Final Plenary		
15:00						AA/C out!			
15:30	Opening Plenary	ELR Proposal- Everyone loves it, right?	Sightseeing	Rise & Run - Candidacy Workshop	Reporting Time				
16:00									
16:30		Another Murder on the Dancefloor (ENC Proposal)		Be your own hero (Joint with AA)	Preparation Time				
17:00									
17:30									
18:00	HoD Meeting								
18:30									
19:00	Reporting Time					Transport			
19:30	Dinner						Dinner		
20:00						Gala Ball			
20:30									
21:00	Socials				ELSA Vision		Socials		
21:30									
22:00									
22:30									

ACADEMIC ACTIVITIES AND COMPETITIONS WORKSHOP

Sunday, 7th April 2024

18:30-19:00

HEAD OF DELEGATION'S MEETING

Description

The Heads of Delegation are the main communication channel between the International Board and the National Group. The meeting of the Heads of Delegation will provide you with all the important and useful information applicable to your National Group.

Outcome

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

ACADEMIC ACTIVITIES AND COMPETITIONS WORKSHOP

Monday, 8th April 2024*9:00-10:00***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 of ensuring 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.

*10:00-10:30***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 tasks. Presenting to new members the content of the meeting.

Preparation

None.

*10:30-11:30***WHAT IS GOING ON IN THE HOUSE OF COMMONS? - INTERNATIONAL UPDATE****Description**

So, what is REALLY going on in the...ELSA House? During this Workshop we will have the chance to share with you what we have been up to on an International level and answer any questions you potentially have regarding our work until now. You will also have the chance to share the projects you have organised, your achievements and your goals for the remainder of the

 ACADEMIC ACTIVITIES AND COMPETITIONS WORKSHOP

term! Additionally we will provide some insights into the life of the VP AA and VP C of the International Board of ELSA!

Outcome

Officers will have the opportunity to get informed about international updates, as well as share their projects and ideas with each other.

Preparation

None.

11:30-13:00

SELL IT TO ME! (JOINT WITH C)**Description**

Understanding Human Rights and Social Responsibility can be challenging, and these topics may not always be the most appealing to potential partners. In this Workshop, we'll explore effective ways to present these concepts to external stakeholders, especially when seeking (financial) support for your AA and C projects.

Outcome

Officers will have the chance to effectively communicate and pitch the ideas of Human Rights and Social Responsibility in a compelling manner, whether they are involved in a competition, a panel discussion or any similar context.

Preparation

Reflect on and prepare to discuss any challenges you may have encountered while reaching out to partners or potential external stakeholders for projects related to Human Rights or Social Responsibility.

14:30-16:00

POWER COUPLE! - PROPOSALS WORKSHOP (JOINT WITH MKT)**Description**

During this Workshop, we will discuss the AA/MKT proposals on the merge of the Synergy and ELR Blog as well as the AHRC Brand.

Outcome

Discussion on the AA/MKT Proposals brought forward by the International Board of ELSA. The Workshop provides a recommendation to the International Council regarding the MKT-related Standing Orders and International Council Meeting Decision Book Proposals brought forward by the International Board of ELSA.

Preparation

ACADEMIC ACTIVITIES AND COMPETITIONS WORKSHOP

Read Proposals No. 30-31.

OR

14:30-16:00

RULES, CASES, AND OTHER THINGS THAT YOU CARRY IN YOUR WALLET**Description**

During this Workshop, we will dive more into the world of rules, cases, scoring sheets and other necessary materials, highlighting how crucial they are for every competition. It will be a continuation of the Workshop from Tbilisi - a chance to discuss, work in groups on the rules and engage in other useful exercises that we lacked time for in Tbilisi.

Outcome

The Officers from the Network know what materials need to be prepared for academic competitions, where they can find useful materials and how to develop their own materials. Additionally, the officers are aware of the most important provisions to include in the rules, how to remain compliant with the applicable national laws and regulations in the process of drafting them, and how to acquire cases for the competitions.

Preparation

Read the minutes of the “Let's get to the bottom of this! - Rules & Cases” Workshop from the ICM Tbilisi. Additionally:

- Read your national and local competitions' rules, and be mindful of their structure and elements within.
- Think about the case acquisition process for your competition. What are the biggest obstacles that you face?
- Be ready to share Rules and Cases with the participants.

16:30-17:30

MURDER ON THE DANCEFLOOR - ELR PROPOSAL**Description**

During this Workshop, we will discuss the proposal for the ELSA Law Review.

Outcome

Discussion on the AA proposal brought forward by the International Board.

Preparation

Read proposal No. 34.

ACADEMIC ACTIVITIES AND COMPETITIONS WORKSHOP

17:30-19:00

ANOTHER MURDER ON THE DANCEFLOOR (ENC PROPOSAL)**Description**

During this Workshop, we will discuss the proposal for the European Final Round of the ELSA Negotiation Competition, brought forward by ELSA The Netherlands, ELSA Germany and ELSA Croatia.

Outcome

Workshop's recommendation/lack thereof on the proposal concerning the European Final Round of the ELSA Negotiation Competition.

Preparation

Read Proposals No. 44 and 45.

ACADEMIC ACTIVITIES AND COMPETITIONS WORKSHOP

Tuesday, 9th April 2024*10:00-11:30***ANOTHER ONE THANK YOU! (HUMAN RIGHTS)****Description**

In this Workshop, we will explore the topic of human rights within the Network, considering the context of AHRC and appreciating their broader significance as we are, fundamentally, a human rights association. Additionally, we will discuss the proposal for the Annual Human Rights Campaign.

Outcome

Discussion on our work as a human rights association overall and on the proposal brought forward by the International Board.

Preparation

Reflect and share your work on human rights projects. Read proposal No. 33.

OR

*10:00-13:00***ACADEMIC COMPETITIONS - DEEP (DEEP) DIVE****Description**

In this Workshop, we will focus on the Academic Competitions of ELSA. The biggest focus is going to be put on the ELSA Legal Debates, Client Interviewing Competition, Witness Interviewing Competition etc. Together with the Academic Competitions team, we will also present and explore the possibility of expanding the academic competition pool by introducing new ideas.

Outcome

The Officers of the Network have a clear overview of the academic competitions of ELSA, are aware of the available materials and are familiar with other competitions being organised by other institutions and organisations.

Preparation

Be ready to discuss the current academic competitions, think about other competitions not currently organised by ELSA Network and be prepared to share your ideas. Reading the Academic Competitions chapter in the Decision Book might be helpful in the process.

ACADEMIC ACTIVITIES AND COMPETITIONS WORKSHOP

11:30-13:00

HAVE YOU MET AD(VOCACY)? (JOINT WITH BEE)**Description**

During this Workshop, we will discuss the proposal on Advocacy, as well as the newly drafted Advocacy Guidelines, which will be presented to the Network.

Outcome

Discussion on the definition, structure and content of Advocacy as well as the proposal brought forward by the International Board of ELSA.

Preparation

Read Proposal No. 13 and the new Advocacy Guidelines.

14:30-16:30

IT'S NOT YOU, IT'S ME!- TIME FOR A BREAKUP (AA/C RELATIONSHIP)**Description**

During this Workshop, we will evaluate this past term and the way we have divided the two areas during Internal Meetings. Additionally, we will try to separate the projects per area and discuss the issues that are getting in the way of a full separation throughout the Network.

Outcome

Discussion on the future of the two areas on a National level, as well as their division during Internal Meetings.

Preparation

Reflect and share the problems you have faced until now, and any concerns you might have regarding the separation.

ACADEMIC ACTIVITIES AND COMPETITIONS WORKSHOP

Thursday, 11th April 2024*10:00-11:00***BEHAVE! (JOINT IM, PD, S&C)****Description**

While Welfare may naturally fall within the Internal Management Area, the Key Areas of ELSA are its main implementers through the various projects organised and coordinated by ELSA International. Therefore, following the (hopefully) successful approval of the revised Code of Conduct of ELSA during the Mid Plenary of the International Council Meeting, this Workshop will serve as an opportunity for Officers from all Key Areas of ELSA to deepen their knowledge of its scope and engage in practical exercises relating to its application.

Outcome

Participants learn about the purpose, scope and implementation of the Code of Conduct of ELSA, as well as how it will apply to them should they become organisers or coordinators of international projects.

Preparation

None.

*11:00-13:00***THIS IS THE END...OR IS IT? (JOINT WITH C)****Description**

An integral part of everyone's work, whether involving projects or general positions, is the process of evaluation. This Workshop will concentrate on maximising the benefits of post-event evaluations and using these insights for the enhancement of future projects. Additionally, we will allocate time to review the progress made so far this year and set goals for the remainder of the term.

Outcome

Officers will have the chance to assess their projects to date and contemplate both their strengths and areas for improvement. This process will lead to a comprehensive understanding of the term, facilitating the establishment of clearer goals for the remainder of the year and the upcoming transition.

Preparation

Reflect on your projects this year. Did you evaluate each project after organising it? Did your participants evaluate it, and if yes, did it match your expectations?

ACADEMIC ACTIVITIES AND COMPETITIONS WORKSHOP

16:30-17:30

RISE & RUN- CANDIDACY WORKSHOP**Description**

The moment for the new AA/C Candidates for the International Board 2024/2025 has come! During this Workshop, the Candidate(s) for the position of Vice President in charge of Academic Activities and the Vice President in charge of Competitions of the International Board of ELSA 2023/2024 will have the chance to present themselves and answer questions raised by the officers.

Outcome

The AA/C Officers will get to know the Candidate(s) for the position of Vice President in charge of Academic Activities and the Vice President in charge of Competitions of the International Board of ELSA 2024/2025, their action plans, and thus can provide an informed recommendation to their National Group.

Preparation

Read the Candidacy Materials of the Candidate(s) for the position of Vice President in charge of Academic Activities and the Vice President in charge of Competitions of the International Board of ELSA 2024/2025 and prepare questions.

17:30-19:00

BE YOUR OWN HERO! (JOINT WITH C)**Description**

During this Workshop, we will dive into the current challenges of the National Groups when organising any type of AA/C event, as well as the support that ELSA International can give. We will dive into the projects of each area and identify the obstacles that arise when drafting a One Year Operational Plan, whether they pertain to logistics, practicalities, human resources, or other aspects.

Outcome

Officers will have the opportunity to gain insights into each other's challenges over the year and exchange successful strategies for overcoming potential obstacles. Additionally, we will investigate the ways in which ELSA International can provide support for each project.

Preparation

Reflect upon your OYOPs and identify the challenges that you faced while drafting them and while organising the events you had planned.

 ACADEMIC ACTIVITIES AND COMPETITIONS WORKSHOP

Friday, 12th April 2024

10:00-11:30

CAMPAIGN ACADEMY 101

Description

Even though the AHRC is one of our most extensive campaigns, sometimes it is difficult to understand what a campaign entails. During this Workshop, we will dive deeper into the meaning of a campaign, how to organise it on a National level, and how to engage with its activities successfully. We will touch upon different kinds of campaigns, from Social Responsibility to Advocacy, and explore how we can come up with a structured outcome.

Outcome

Discussion on how to build and construct an effective campaign that can make a difference. Additionally, we'll discuss how these approaches can be applied in contexts beyond human rights.

Preparation

Reflect upon campaigns you might have organised or encountered, as well as the AHRC itself. How would you define a campaign and what would you need to organise it on a National Level?

OR

10:00-11:30

"ALL RISE!" - REGIONAL ROUNDS

Description

Two of our Flagship projects fall under the Competition area - The Helga Pedersen Moot Court Competition and The John H. Jackson Moot Court Competition. The organisation of the Regional Rounds of these competitions include National Groups and Local Groups directly. To ensure that National and Local Groups get a better idea of the collaboration on these projects, we will discuss what it takes to organise a Regional Round, how to apply to become a Host as well as listen to the former Regional Round Hosts talking about their experiences.

Outcome

Discussion on how to build and construct an effective campaign that can make a difference. Additionally, we'll discuss how these approaches can be applied in contexts beyond human rights.

Preparation

Read the Regional Round handbook for the Helga Pedersen Moot Court Competition and the John H. Jackson Moot Court Competition is available on the Officers Portal, and be ready to ask questions on the topic.

ACADEMIC ACTIVITIES AND COMPETITIONS WORKSHOP

12:00-13:00

BEFORE WE SAY GOODBYE CONT'D (JOINT WITH IM)**Description**

The Areas of Academic Activities and Competitions are some of the newest among the Key Areas when it comes to their current format, implemented following the [2021 Board Reform](#). Accordingly, from the new Human Rights- and Social Responsibility-oriented nature of Academic Activities to the handling of both Moot Courts and Academic Competitions in the Competitions Area, there is a lot of freshly-established know-how which should be maintained within the whole ELSA Network. In this Workshop, we will discuss how to implement an effective transition within the AA & C bubble, including any prospective future separation in their relationship, and how the Internal Management Area can support this transition.

Outcome

Participants discuss the key parts of their future transitions within the AA & C Areas and develop a draft framework for their execution. They have a clear overview of the support mechanisms available to them in this transition - where to find them and how to utilise them.

Preparation

Think of the main elements of knowledge you would like to pass on to your successor. What are the most important things you have learned within your Key Area, how do you see it evolving in the future, and how can your fellow IMer support you in transferring this knowledge to your successor?

15:30-16:30

AA/C OUT!**Description**

All good things come to an end...exactly like this week, we will spend together. During this Workshop, we will share our final thoughts with each other and reflect on the part of the term that we left behind. But since the year is not over yet, we will also talk about our future plans! It is a "see you soon", not a "goodbye"!

Outcome

Reflect on the challenges, successes and moments of this term.

Preparation

None.

PROFESSIONAL DEVELOPMENT WORKSHOP

PROFESSIONAL DEVELOPMENT WORKSHOP

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](#) of ELSA;
- Read relevant parts of the [International Council Meeting Decision Book, 62nd Edition](#);
- Read the [One Year Operational Plan](#) (OYOP) of the International Board of ELSA 2023/2024;
- Read the Minutes of the [IV International Strategy Meeting Brno](#);
- Bring your ELSA spirit, share your thoughts and suggestions, and leave your personal touch in the LXXXV International Council Meeting Thessaloniki.

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.

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 PD Workshop!



Maria Vittoria Voi

Vice President in charge of Professional Development
International Board of ELSA 2023/2024

PROFESSIONAL DEVELOPMENT WORKSHOP

Draft Agenda

	7th April	8th April	9th April	10th April	11th April	12th April	13th April	14th April	
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
09:00	Arrival	Opening Workshop	Breakfast						Departures
09:30			Officers' and Freshers' Workshops	How to Market Professionalism (Joint with MKT)	Mid Plenary	Behave! (Joint with IM, AA/C & S&C)	The Greatest Showman!	Final Plenary	
10:00		Feel the PD Magic in the Air							
10:30			International Update	The Past Can Hurt: Do You Run or Learn From It?					
11:00		Lunch							
11:30			Lunch						
12:00		Lunch							
12:30			Lunch						
13:00		Lunch							
13:30			Lunch						
14:00		Lunch							
14:30			LoA	A Dream NTP is a Wish Your Heart Makes	PD Proposal Discussion	Mid Plenary	Sponsors' Conference	I'll make a PD out of you!	
15:00		"Just Got Paid" Remuneration Guidelines							
15:30			Break	A Whole New World	Preparation Time				
16:00	Searching for the Lost PD Officer (Joint with IM)	Reporting Time							
16:30			HoD Meeting	Reporting Time					
17:00	Reporting Time								
17:30		Reporting Time							
18:00	Reporting Time								
18:30		Reporting Time							
19:00	Reporting Time		Transport						
19:30		Dinner							
20:00	Dinner		Dinner						
20:30		Gala Ball							
21:00	Gala Ball		Gala Ball						
21:30		Socials		Socials					
22:00	Socials								
22:30		Socials							

PROFESSIONAL DEVELOPMENT WORKSHOP

Sunday, 7th April 2024

18:30-19:00

HEAD OF DELEGATION'S MEETING

Description

The Heads of Delegation are the main communication channel between the International Board and the National Group. The meeting of the Heads of Delegation will provide you with all the important and useful information applicable to your National Group.

Outcome

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

PROFESSIONAL DEVELOPMENT WORKSHOP

Monday, 8th April 2024*9:00-10:00***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 of ensuring 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.

*10:00-10:30***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 tasks. Presenting to new members the content of the meeting.

Preparation

None.

*10:30-12:00***FEEL THE PD MAGIC IN THE AIR****Description**

Let's catch up! How has the term been for you? What challenges did you face, and how did you handle them? This is the perfect opportunity to share your successes and setbacks with us in a supportive environment.

Outcome

PROFESSIONAL DEVELOPMENT WORKSHOP

Discussion about the achievements and challenges of the Officers until now in their respective ELSA Groups.

Preparation

None.

12:00-13:00

INTERNATIONAL UPDATE**Description**

The work of ELSA International should not be perceived as distant or unclear from the Network. In this Workshop, you will have an overview of all the jobs done until now in the PD area and the next step that should followed.

Outcome

Update on what ELSA International is working on and what has been done in the past months.

Preparation

None.

14:30-16:00

A DREAM NTP IS A WISH YOUR HEART MAKES**Description**

Last year, the Guidelines for the National Traineeships Programme were released. However, there are still some questions and curiosity on how to implement this type of project in the respective National Group. In this Workshop, we will talk about the first step in order to create a solid base for starting a good NTP.

Outcome

Discussion on the possible issues and difficulties in the establishment of an NTP. Tips and tricks are provided by the national officers who have already established an NTP.

Preparation

Read the [National Traineeship Programme Guidelines](#).

16:00-17:30

"JUST GOT PAID" - REMUNERATION GUIDELINES

PROFESSIONAL DEVELOPMENT WORKSHOP

Description

After the discussion on minimum remuneration during the last ICM Tbilisi, we worked on possible guidelines to implement minimum remuneration in the National Groups. We will present you with the Guidelines and brainstorm how to move on from now on.

Outcome

Participants will discover and discuss the guidelines for minimum remuneration.

Preparation

Please check the [Input Paper](#) with Statistical Agencies for the Guidelines on Minimum Remuneration for ELSA Traineeships.

18:00-19:00

SEARCHING FOR THE LOST PD OFFICER (JOINT WITH IM)**Description**

Even though Professional Development is one of the Key Areas of ELSA, it is strongly connected to multiple areas of Human Resources Management - from recruiting candidates to ELSA Traineeships, through welcoming them via the “Reception” process and finally providing them with development opportunities. Yet, the Vice Presidents in charge of Professional Development within Local, National and even the International Board remain without successful recruitment, often resulting in open vacancies or the need for Deputy Officers.

Outcome

Participants discuss the difficulties in recruiting Officers for the Professional Development Area within their own National Group and develop specific input points for improvement.

Preparation

Reflect on the difficulties in recruiting Professional Development Officers within your own National Network.

PROFESSIONAL DEVELOPMENT WORKSHOP

Tuesday, 9th April 2024*10:00-11:30***HOW TO MARKET PROFESSIONALISM (JOINT WITH MKT)****Description**

We cannot be fully successful with our projects without a tailored marketing strategy. In this Workshop, we will discover how to successfully market and promote the projects of the Professional Development area. With the help of group work, we will analyse what needs to be improved in the current marketing strategy and the possible solutions to implement a stronger plan for the future.

Outcome

A clear understanding of the challenges of the marketing of the PD areas and brainstorming about their solutions.

Preparation

None.

*11:30-13:00***HELLO, IT'S ME AGAIN: THE FEE FOR ELSA TRAINEESHIPS (JOINT WITH FM)****Description**

Following the discussion during the 84th International Council Meeting Tbilisi, the International Board of ELSA is coming up with a Proposal for the ELSA Traineeships FEE. In this Workshop, participants will have the opportunity to partake in thorough discussions concerning all aspects of the ELSA Traineeship proposals, expressing their comments and arguments in favour or against.

Outcome

The Workshop provides a recommendation to the International Council regarding the FM-related International Council Meeting Decision Book Proposals brought forward by the International Board of ELSA.

Preparation

Go through the Proposal No. 25 concerning Part 4. Financial Management, Chapter 6. Event Fees, and if you have specific amendments in mind, please prepare them. If feasible, consider discussing these amendments with the Workshop Chairs or International Board prior to the Workshop. This will facilitate a smoother and more expedient progression of the Workshop. Additionally, familiarise yourself with the [Minutes from the 84th International Council Meeting Tbilisi](#) (pages 276 - 280).

PROFESSIONAL DEVELOPMENT WORKSHOP

14:30-16:30

PD PROPOSAL DISCUSSION

Description

During this Workshop, we will discuss the PD-related Proposals brought forward by the International Board of ELSA.

Outcome

The Workshop provides a recommendation to the International Council regarding the PD-related International Council Meeting Decision Book Proposals brought forward by the International Board of ELSA.

Preparation

Read Proposals No. 35. Additionally, please see the [Input Paper](#) with the Database National Overview of Cost of Living in the context of ELSA Traineeships.

PROFESSIONAL DEVELOPMENT WORKSHOP

Thursday, 11th April 2024*10:00-11:00***BEHAVE! (JOINT WITH IM, AA/C & S&C)****Description**

While Welfare may naturally fall within the Internal Management Area, the Key Areas of ELSA are its main implementers through the various projects organised and coordinated by ELSA International. Therefore, following the (hopefully) successful approval of the revised Code of Conduct of ELSA during the Mid Plenary of the International Council Meeting, this Workshop will serve as an opportunity for Officers from all Key Areas of ELSA to deepen their knowledge of its scope and engage in practical exercises relating to its application.

Outcome

Participants learn about the purpose, scope and implementation of the Code of Conduct of ELSA, as well as how it will apply to them should they become organisers or coordinators of international projects.

Preparation

None.

*11:30-13:00***THE PAST CAN HURT: DO YOU RUN OR LEARN FROM IT?****Description**

In preparation for the second cycle of the ELSA Traineeships, it is important to analyse the mistakes made during the first cycle's verification process to learn from them and prepare us better for the new upcoming cycle.

Outcome

Analysis of the first ELSA Traineeship cycle most common mistakes to avoid during the second cycle.

Preparation

None.

*16:30-17:30***CANDIDACY WORKSHOP****Description**

PROFESSIONAL DEVELOPMENT WORKSHOP

This is the moment to discover the Candidate(s) for the position of Vice President in charge of Professional Development of the International Board of ELSA for the term 2024/2025. Knowing their plans, ideas, and vision for the area will be exciting and fruitful!

Outcome

Participants will be able to listen to the presentation of the Candidate(s) for the Professional Development area and have the opportunity to ask questions.

Preparation

None.

17:30-19:00

A WHOLE NEW WORLD**Description**

How is the first Reception period going? In this Workshop, we will discuss the different reception approaches, difficulties, and issues related to trainees' incoming and outgoing. Especially when it comes to tracking them through the Evaluation system and how we can improve this important part of the ELSA Traineeships.

Outcome

Confrontation on the Reception process in the networks and how it needs to be improved.

Preparation

Read the [Reception and Visa Handbook](#).

PROFESSIONAL DEVELOPMENT WORKSHOP

Friday, 12th April 2024*10:00-11:00***THE GREATEST SHOWMAN!****Description**

When it comes to coordinating all the events in the Professional Development area, it is important to have a solid system for managing all that is going on before, during and after the event *per se*. In this Workshop, we will discuss the basic steps that are important to do in order to have the perfect management of the project you are working on.

Outcome

How to manage the events of the PD area through also the confrontation between the Officers and their personal approach and experiences.

Preparation

None.

*11:00-13:00***THE FUTURE OF PD: PROS & CONS OF THE AREA PROJECTS****Description**

At this point in the term, it is important to stop and evaluate all the different projects in the Professional Development area that this year had to increase its possibilities. What needs to be changed? Do we need to implement a new strategy? Let's discuss this together, analysing the pros and cons of the different formats and projects to be able to improve for the future.

Outcome

The Officer will brainstorm and discuss the different projects in the area.

Preparation

None.

*14:30-15:30***I'LL MAKE A PD OUT OF YOU!****Description**

The transition period is one of the most important moments of the year. It involves briefing your successor, granting them access to all necessary platforms, and collaborating with them to strategise for the upcoming term. It is a moment when it is important to transfer all the knowledge and support them in preparing for their responsibilities optimally.

PROFESSIONAL DEVELOPMENT WORKSHOP

Outcome

Discussion about the Transition process.

Preparation

None.

15:30-16:30

AT THE END OF THE JOURNEY...**Description**

All good things (unfortunately) must come to an end. After a long year, it is important to take our time to give feedback and to talk about what we leave and who will come after us. To do that, we will not be alone. This is the time when you will have the chance to meet some legends, some Officers of this area who, with their work and achievements, have created, step by step, what today we can call the ELSA Family.

Outcome

Participants will learn about the development of the area and its history and talk with previous Officers. They will give feedback and reflect on the year that has passed.

Preparation

None.

SEMINARS AND CONFERENCES WORKSHOP

SEMINARS AND CONFERENCES WORKSHOP

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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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 S&C Workshops!



Xanthi Agoraki

Vice President in charge of Seminars & Conferences
International Board of ELSA 2023/2024

SEMINARS AND CONFERENCES WORKSHOP

Draft Agenda

	7th April	8th April	9th April	10th April	11th April	12th April	13th April	14th April	
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09:30			Officers' and Freshers' Workshops	Money Makes the ELS Go Round (Joint with FM)	Mid Plenary	Behave! (Joint with IM, AA/C & PD)	There's No One ELS Like You	Final Plenary	
10:00		It'S NiCe to See You Again							
10:30			Break	It Was Rare, I Was There		Just Say I Do!			
11:00		Just Say I Do!					Lunch		
11:30			Lunch						
12:00		Lunch							
12:30		Lunch							
13:00		Lunch							
13:30		Lunch							
14:00		Lunch							
14:30		LoA	All Too WEL(L)S	I Can Evolve Too	Mid Plenary	Sponsors' Conference	To S&C!	Final Plenary	
15:00		Opening Plenary							
15:30			S&C Out and About	Sightseeing		I Love Being an S&Cer!	Preparation Time		
16:00	HoD Meeting	Reporting Time							Transport
16:30		Reporting Time				Gala Ball			
17:00	Reporting Time				Gala Ball				
17:30	Reporting Time					Gala Ball			
18:00	Reporting Time				Gala Ball				
18:30	Reporting Time					Gala Ball			
19:00	Reporting Time				Gala Ball				
19:30	Reporting Time					Gala Ball			
20:00	Dinner				Gala Ball				
20:30	Dinner					Gala Ball			
21:00	Dinner				Gala Ball				
21:30	Dinner					Gala Ball			
22:00	Dinner				Gala Ball				
22:30	Dinner					Gala Ball			

SEMINARS AND CONFERENCES WORKSHOP

Sunday, 7th April 2024

18:30-19:00

HEAD OF DELEGATION'S MEETING

Description

The Heads of Delegation are the main communication channel between the International Board and the National Group. The meeting of the Heads of Delegation will provide you with all the important and useful information applicable to your National Group.

Outcome

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

SEMINARS AND CONFERENCES WORKSHOP

Monday, 8th April 2024*9:00-10:00***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 of ensuring 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.

*10:00-10:30***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 tasks. Presenting to new members the content of the meeting.

Preparation

None.

*10:30-11:30***IT'S NICE TO SEE YOU AGAIN****Description**

Five months after ICM Tbilisi, the Sexiest & Coolest Area meets again. From Tbilisi to Thessaloniki, many things have happened: good and bad, exciting and challenging. How does ICM Thessaloniki find us? In this Workshop, we will seize the opportunity to share updates on our recent endeavours and outline our forthcoming plans for the term ahead.

SEMINARS AND CONFERENCES WORKSHOP

Outcome

Participants get to reunite, update each other and share their plans for the rest of the term.

Preparation

Be ready to share your Activity Report and future plans.

12:00-13:00

JUST SAY I DO!**Description**

During this Workshop, we will discuss and vote on the proposed amendments to the S&C area-related regulations of ELSA.

Outcome

The Workshop comes forward with recommendations regarding amendments to the S&C area-related regulations of ELSA.

Preparation

Go through proposals No. 39 and No. 40 concerning Part 9. Seminars and Conferences, Chapter 6. ELSA Webinars Academy. 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.

14:30-16:30

JUST SAY I DO!**Description**

With the WELS Cycle of the current term wrapped up, it's now crucial to delve into the perspectives of both Organisers and Participants: what went well and what can be improved? Maybe we got lost in translation, or maybe they asked for too much, but maybe this thing was a masterpiece; we will explore these insights and brainstorm ways to improve future ELSA Law Schools Cycles. Subsequently, we will proceed to vote on proposals concerning ELSA Law Schools.

Outcome

Participants have an overview of the WELS Cycle 2023/2024 evaluation and brainstorm on future improvements.

Preparation

Be ready to share any feedback that you may have regarding the recently concluded WELS Cycle. Go through proposals No. 36 and No. 37 concerning Part 9. Seminars and Conferences, Chapter 3. ELSA Law Schools. Prepare concrete amendments if you have any, and, where possible, discuss

SEMINARS AND CONFERENCES WORKSHOP

them with the International Board first. This will allow the Workshop to go much faster and more efficiently.

17:00-19:00

S&C OUT AND ABOUT!**Description**

With increasing enthusiasm among both Organisers and Members, Institutional and Study Visits are emerging as some of the most captivating projects within our Area. Where interest grows, so does the necessity for knowledge and resources. In this Workshop, we will present the progress made by ELSA International in updating and strategising the management of Institutional and Study Visits. What have we done so far, and what are we planning for the future? Moreover, we will assess the current level of knowledge regarding organising Institutional and Study Visits and identify the Network's needs. Do we, in the end, need a Study Visits Portal, or we are good as we are at the moment?

Outcome

Participants evaluate the current status of Institutional and Study Visits and brainstorm on future improvements.

Preparation

Go through proposals No. 41 and No. 42 concerning Part 9. Seminars and Conferences, 7. Other Seminars and Conferences Events. 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.

SEMINARS AND CONFERENCES WORKSHOP

Tuesday, 9th April 2024*10:00-11:30***MONEY MAKES THE ELS GO ROUND (JOINT WITH FM)****Description**

After the discussions during the 84th International Council Meeting in Tbilisi and the 4th International Strategy Meeting Brno, the International Board of ELSA is coming up with proposed amendments to the Financial Management regulations of ELSA concerning ELSA Law Schools Fees. During this Workshop, participants will have the chance to engage in comprehensive discussions regarding all proposals related to the ELSA Law Schools Fees and raise their comments and arguments in favour or against.

Outcome

The Workshop comes forward with recommendations regarding amendments to the FM-related regulations of ELSA concerning ELSA Law Schools Fees.

Preparation

Go through Proposal No. 26a and No. 26b concerning Part 4. Financial Management, Chapter 6. Event Fees, and if you have specific amendments in mind, please prepare them. If feasible, consider discussing these amendments with the Workshop Chairs or International Board prior to the Workshop. This will facilitate a smoother and more expedient progression of the Workshop. Additionally, familiarise yourself with the [Minutes from the 84th International Council Meeting Tbilisi](#) (pages 299-313) and [Minutes from the 4th International Strategy Meeting Brno](#) (pages 3-7, 12-17, 44-55, 93-101).

*11:30-13:00***IT WAS RARE, I WAS THERE****Description**

With the September, November, and January Calls wrapped up and the March Call currently in progress, we can now reflect on the status of ELSA Delegations. How has the preparation and launch of the ELSA Delegations Calls been on our end? What challenges have we encountered, and how do we plan to address them? How have you promoted our amazing opportunities so far, and how has our communication and collaboration been? In this Workshop, we will delve into the statistics of ELSA Delegations, examine feedback from ELSA Delegates, and address any issues that you may have identified concerning our cherished flagship project.

Outcome

Go through the September, November and January Call Statistics that you have received via email and think about your experience as S&C Officers in meeting your ELSA Delegations-related Decision Book obligations.

Preparation

SEMINARS AND CONFERENCES WORKSHOP

Go through the September, November and January Call Statistics that you have received via email and think about your experience as S&C Officers in meeting your ELSA Delegations-related Decision Book obligations.

14:30-16:30

I CAN EVOLVE TOO!**Description**

As far as now, we have had five International Conferences of ELSA being organised, which brings us in the position to be able to evaluate the current status of ICE in the Network, as well as the challenges that come with being an ICE Organiser. What is the potential that lies within the International Conferences of ELSA? What role does ELSA International currently play, and what role should it play in coordinating the project? Moreover, what direction do we envision for ICE in the future?

Outcome

Participants are aware of what organising an ICE entails, they evaluate the current status of ICE, they identify the current challenges the project has to overcome and what is the role of ELSA International in the development of the project.

Preparation

Think of the challenges that come with organising an ICE and come up with questions that you may have regarding different aspects of its organisation. You can use the documents that are available in the Officers Portal, e.g. [ICE Handbook](#), [ICE Short Guide](#), and [ICE Checklist](#), to help you in this context.

SEMINARS AND CONFERENCES WORKSHOP

Thursday, 11th April 2024*10:00-11:00***BEHAVE! (JOINT WITH IM, AA/C & PD)****Description**

While Welfare may naturally fall within the Internal Management Area, the Key Areas of ELSA are its main implementers through the various projects organised and coordinated by ELSA International. Therefore, following the (hopefully) successful approval of the revised Code of Conduct of ELSA during the Mid Plenary of the International Council Meeting, this Workshop will serve as an opportunity for Officers from all Key Areas of ELSA to deepen their knowledge of its scope and engage in practical exercises relating to its application.

Outcome

Participants learn about the purpose, scope and implementation of the Code of Conduct of ELSA, as well as how it will apply to them should they become organisers or coordinators of international projects.

Preparation

None.

*11:30-13:00***(DELE)GATE TO THE FUTURE!****Description**

After reviewing the ELSA Delegations statistics and Evaluation Forms earlier during the ICM, it's now time to look into the future! What are the areas of improvement of ELSA Delegations? What initiatives is the ELSA Delegations Team currently undertaking? How can we enhance promotion, increase applications, and foster a more engaged presence in ELSA Delegations sessions? This Workshop will be all about coming up with ideas to improve ELSA Delegations and finding ways to utilise our unique flagship project.

Outcome

Participants dive into the challenges of ELSA Delegations and brainstorm on ways to improve and further solidify the project within the Network.

Preparation

None.

SEMINARS AND CONFERENCES WORKSHOP

16:30-17:30

NEW KID(S) IN TOWN - CANDIDACY WORKSHOP**Description**

During this Workshop, the Candidate(s) for the position of Vice President in charge of Seminars and Conferences of the International Board of ELSA 2024/2025 will have the chance to present themselves and answer questions raised by the Workshop.

Outcome

S&C Officers know the Candidate(s) for the position of Vice President in charge of Seminars and Conferences of the International Board of ELSA 2024/2025 and their action plans and thus can provide an informed recommendation to their National Group.

Preparation

Read the candidacy materials of the Candidate(s) for the position of Vice President in charge of Seminars and Conferences of the International Board of ELSA 2024/2025 and prepare questions.

16:30-17:30

I LOVE BEING AN S&CER!**Description**

As the ICM, and with it, our year, is slowly coming to an end, it's time to reflect back on the year that has passed. How was our year as S&Cers? What were the tools we used most, were they enough to address our needs as Officers? Is there an urgent need for new materials or a need to readjust their format/type? How was the communication throughout our area? Did we utilise the opportunities we had to connect and discuss, and if not, how could we have done it? S&C thrives because of our collective efforts, yet there is always room for enhancing the experience of all Officers involved.

Outcome

Participants reflect on the communication between them, as well as the ways knowledge has been disseminated among them in the previous months and come up with recommendations for the following term.

Preparation

Reflect on both communication and knowledge sharing between ELSA International and National/Local Officers and think of what you, as Officers, would have liked to see happening differently.

SEMINARS AND CONFERENCES WORKSHOP

Friday, 12th April 2024*10:00-12:00***THERE'S NO ONE ELS LIKE YOU****Description**

This year, ELSA Law Schools have been at the centre of our discussions for different reasons. From ICM Tbilisi to ISM Brno to ICM Thessaloniki, we shared many different ideas and opened up many different topics. This Workshop offers us the chance to explore the accomplishments of the ELSA Law Schools Team thus far and their forthcoming plans. Which concepts have already been developed and refined? Which ideas will be prioritised in the following months, and where do we see your invaluable help as National Officers in enhancing our beloved project?

Outcome

Participants dive into the challenges of ELSA Law Schools, identify its future priorities and brainstorm on ways to improve it.

Preparation

Go through the Minutes of the “500 Days of Law Schools” Workshop of ICM Tbilisi ([p. 90](#)) and the [Minutes from the 4th International Strategy Meeting Brno](#) (pages 3-7, 49-55, 97-101). Think of other issues in which ELSA Law Schools can be improved and be ready to share them with the rest of the Workshop.

*12:00-13:00***THIS IS (NOT) A GOODBYE!****Description**

Just before we say our final goodbyes, let's take the opportunity to review our accomplishments during ICM Thessaloniki. Although this marks our last Workshop gathering, our work is far from complete; we still have over three months until the conclusion of our term, so we will make sure to make the most out of them. We will also discuss any outstanding topics not addressed before.

Outcome

Participants evaluate the year and the ICM and discuss expectations for the last part of the term.

Preparation

Please read the [Input Paper](#) from ELSA Belgium in relation to the Difference in ELSA Law Schools Fees for Favoured and Non-Favoured Countries.

14:30-16:00

To S&C!

Description

As usual, this final Workshop will be dedicated to us - the incredible individuals who contribute to making S&C the best Area in the Network. It's a chance for us to come together, share our highs and lows, and celebrate the wonderful adventure that ELSA is. For this final Workshop, we're raising a toast to you, to us, to S&C!

Outcome

Fun and (bitter)sweet goodbyes.

Preparation

Bring tissues, chocolate, and drinks!

PROPOSALS

THE INTERNATIONAL BOARD

No. 1. Statutory amendment concerning the Scope of Association section

The International Board of ELSA and ELSA the Netherlands are proposing the following to the International Council:

Scope of Association

Article 3 – Nature and Aims

English Translation:

3.1 ELSA is a non-political, independent, not-for-profit association the aims of which are to promote, define and develop mutual understanding, co-operation and personal contacts among law students and young lawyers from different countries and legal systems, thereby equipping them for a professional life in an international environment.

3.2 With respect to the achievement of the above-mentioned aims, ELSA is guided by the following philosophy statement.

Vision

A just world in which there is respect for human dignity and cultural diversity.

Purpose

To contribute to legal education, to foster mutual understanding and to promote social responsibility of law students and young lawyers.

Means

- To provide opportunities for law students and young lawyers to learn about other cultures and legal systems in a spirit of critical dialogue and scientific co-operation;
- To assist law students and young lawyers to be internationally minded and professionally skilled;
- To encourage law students and young lawyers to act for the good of society.

[...]

Dutch Statutory Proposal:

3.1 ELSA is een apolitieke, onafhankelijke vereniging zonder winstoogmerk waarvan de doelstellingen bestaan uit het promoten, bepalen en ontwikkelen van wederzijds begrip, samenwerking en persoonlijke contacten tussen rechtenstudenten en jonge ~~advocaten~~ juristen uit verschillende landen en rechtssystemen waarbij zij worden voorbereid op een professioneel leven in een internationale omgeving.

3.2 Met betrekking tot het realiseren van de voornoemde doelstellingen wordt ELSA door de volgende filosofie geleid.

Visie

Een rechtvaardige wereld met respect voor menselijke waardigheid en culturele diversiteit.

Doel

Bijdragen aan juridisch onderwijs, kweken van wederzijds begrip en het promoten van sociale verantwoordelijkheid van de rechtenstudenten en jonge advocatenjuristen.

Middelen

- Rechtenstudenten en jonge advocatenjuristen mogelijkheden bieden om te leren over andere culturen en rechtssystemen in een geest van kritische dialoog en wetenschappelijke samenwerking.;
- Rechtenstudenten en jonge advocatenjuristen assisteren internationaal te denken en professioneel geschoold te zijn;
- Rechtenstudenten en jonge advocatenjuristen aanmoedigen te handelen voor het algemeen goed van de maatschappij.

[...]

Comments:

Grammatical corrections. Additionally, since the term “advocaten” means strictly a civil law attorney and is a protected term in the Netherlands, we are changing the terminology to “juristen”, which is broader.

No. 2. Statutory amendment concerning the Scope of Association section

The International Board of ELSA and ELSA the Netherlands are proposing the following to the International Council:

Scope of Association

Article 4 – Structure

English Translation:

4.1 In order to achieve its aims and activities, ELSA is organised at three levels: local, national and international.

4.2 At the local level, ELSA is organised in local groups (hereinafter referred to as "Local Groups"), established and functioning in conformity with the legal order permitted by national laws, and subscribing themselves to the aims and activities of ELSA. Local Groups are bound to respect any decisions taken in accordance with these Statutes and the Standing Orders of ELSA.

4.3 At the national level, ELSA is organised in national groups (hereinafter referred to as "National Groups"), being the organisations representing one or more Local Groups within each country. They represent ELSA and their Local Groups nationally and in the international network. The National Groups are the members of ELSA within the framework of these Statutes.

4.4 At the international level, the association is represented by the International Board.

4.5 ELSA, the National Groups of ELSA and the Local Groups of ELSA comprise the ELSA Network.

Dutch Statutory Proposal:

4.1 Om de doelstellingen en activiteiten te bereiken is ELSA op drie niveaus georganiseerd: lokaal, nationaal en internationaal.

4.2 Op het lokale niveau is ELSA in lokale groepen (hierna te noemen "Lokale Groepen") georganiseerd, opgericht en functionerend conform de wettelijke samenstelling toegestaan door nationale wetgeving en zich richtend op de doelstellingen en activiteiten van ELSA. Lokale Groepen zijn verplicht de beslissingen genomen in overeenstemming met deze Statuten en het Reglement van Orde te respecteren.

4.3 Op het nationale niveau is ELSA in nationale groepen (hierna te noemen "Nationale Groepen") georganiseerd, zijnde de organisaties die één of meer Lokale Groepen binnen ieder land vertegenwoordigen. Zij vertegenwoordigen ELSA en hun Lokale Groepen nationaal en in het internationale netwerk. De Nationale Groepen zijn de leden van ELSA in het kader van deze Statuten.

4.4 Op het internationale niveau wordt ELSA vertegenwoordigd door het Internationale Bestuur.

4.5 ELSA, de Nationale Groepen van ELSA en de Lokale Groepen van ELSA vormen het ELSA Netwerk.

Comments:

Unification of capitalisation of the wording.

No. 3. Statutory amendment concerning the Members and Observers section

The International Board of ELSA and ELSA the Netherlands are proposing the following to the International Council:

Members and Observers

Article 5 – Definitions

English Translation:

5.1 European State

For the purposes of ELSA, a European State is defined by its geographical location. Since the eastern border of Europe is unclear, the separation between Asia and Europe takes place at the Ural Mountains, the Ural River and the Caspian Sea in the east, the Caucasus Mountains and the Black Sea with its outlets, the Bosphorus and the Dardanelles in the south. Armenia, Azerbaijan, Georgia, Kazakhstan, Russia and ~~Turkey~~ Türkiye are considered to be part of both Europe and Asia.

5.2 Observership

An organisation from any European State, with members being either Local Groups represented at law faculties or law students and young lawyers, which supports the aims and activities of ELSA, becomes an Observer National Group of ELSA (hereinafter “Observer”) if its application for observership is approved by the International Council with a two-thirds majority of the votes cast. The International Council is the only body of ELSA able to decide upon Observership Applications.

5.3 Membership

An Observer may become a member of ELSA (hereinafter referred to as the "Member") if its application for membership is approved by the International Council by a two-thirds majority of the votes cast. Only the International Council decides on applications for Membership.

5.4 Application Requirements

Apart from the aforementioned required majority, a set of other practical requirements defined in the Standing Orders of ELSA must be met, before an application for Observership, or Membership can be approved by the International Council.

5.5 Demotion

A Member may be demoted to the status of Observer only if a proposal for demotion is submitted to the International Council by the International Board or a Member and is approved by the International Council with a two-thirds majority of the votes cast. Such a proposal can only be submitted, if that Member has either:

- a. not duly fulfilled its financial obligations towards ELSA and not entered into a payment agreement with ELSA on that matter for two consecutive regular International Council Meetings; or

- b. not elected or appointed, in accordance with its national regulations, a National Board for four consecutive regular International Council Meetings; or
- c. not been represented, personally or by proxy, in four consecutive regular International Council Meetings, without good reason; or
- d. been suspended for four consecutive regular International Council Meetings.

5.6 Termination

- a. Observership or membership immediately ends:
 - i. if an Observer does not obtain membership for four consecutive regular International Council Meetings following the one where the Observer can apply for membership; or
 - ii. if an Observer or a Member sends a written notification, signed by all elected members of its Board, to the International Board stating its intention to terminate its observership or membership with a decision taken in accordance with its Statutes and the national law of the country where the Observer or Member is based; or
 - iii. if an Observer or a Member sends written notification to the International Board announcing its dissolution as decided by its council in accordance with its Statutes and the national law of the country where the Observer or Member is based; or
 - iv. if an Observer or a Member sends written notification to the International Board notifying the International Board of its dissolution as decided by a supreme domestic decision-making instance whereby the dissolution takes effect according to the national law of the country where the Observer or Member is based; or
 - v. from the moment the International Board has been notified that an Observer or a Member lost its legal personality; or
 - vi. if an Observer or a Member is expelled.
- b. When an Observer or a Member ceases to exist, then the observership or membership shall not be transferred to any legal person(s) or natural person(s).

5.7 Expulsion

An Observer or a Member may be expelled from ELSA only if a proposal for expulsion is submitted to the International Council by the International Board or a Member and if such a proposal is approved by the International Council with a two-thirds majority of the votes cast. A proposal for expulsion may only be submitted if the Observer or the Member has either:

- a. violated the Statutes or the Standing Orders of ELSA, or the decisions taken by the International Council, or the interests of ELSA; or
- b. not duly fulfilled its financial obligations towards ELSA and has not signed a payment agreement with ELSA on that matter for four consecutive regular International Council Meetings; or
- c. caused significant damage to ELSA, to any of the ELSA Groups or to anyone within their responsibility; or
- d. ceased to support the aims and activities of ELSA or no longer fulfils the requirements to be an Observer or Member; or
- e. failed to take measures or ceased to take measures if the actions of a Local Group or a person under their responsibility fall within the subsections (a), (b) and/or (d) of article 5.7 of these Statutes.

5.8 Right to Explain

In order for a demotion or expulsion to be valid, the Observer or Member in question must be given a reasonable opportunity to explain its acts and to reply to any allegations made against it. The International Board shall prove to the International Council that the invitation to the International Council Meeting was sent to that Observer or Member, giving it a reasonable opportunity.

Dutch Statutory Proposal:

5.1 Europese Staat

Met het oog op ELSA wordt een Europese Staat gedefinieerd door haar geografische locatie. Aangezien de oostelijke grens van Europa onduidelijk is, vindt de scheiding tussen Azië en Europa plaats bij het Oeralgebergte, de Oeralrivier en de Kaspische Zee in het oosten, de Kaukasus en de Zwarte Zee met uitmondingen, de Bosporus en de Dardanellen in het zuiden. ~~Armenia~~ Armenië, ~~Azerbaijan~~ Azerbeidzjan, ~~Georgia~~ Georgië, ~~Kazakhstan~~ Kazachstan, Rusland en Turkije worden geacht zowel deel van Europa als deel van Azië te zijn.

5.2 Waarnemerschap

Een organisatie uit een Europese Staat met hetzij Lokale Groepen die vertegenwoordigd worden op rechtenfaculteiten, hetzij rechtenstudenten of jonge ~~advocaten~~ juristen als leden, en die de doelstellingen en activiteiten van ELSA ondersteunt, wordt een waarnemende Nationale Groep van ELSA (hierna te noemen: “Waarnemer”) indien haar aanvraag voor waarnemerschap door de Internationale Raad met een tweederde—meerderheid van de uitgebrachte stemmen wordt goedgekeurd. Enkel de Internationale Raad neemt beslissingen over aanvragen voor Waarnemerschap.

5.3 Lidmaatschap

Een Waarnemer kan een lid van ELSA worden (hierna te noemen: het “Lid”) indien zijn aanvraag voor lidmaatschap door de Internationale Raad met een tweederde—meerderheid van de uitgebrachte stemmen wordt goedgekeurd. Enkel de Internationale Raad neemt beslissingen over aanvragen voor ~~Lid~~ Lidmaatschap.

5.4 Verzoekvereisten

Naast een besluit genomen met de voornoemde vereiste meerderheid dient te worden voldaan aan een set aan overige praktische vereisten gedefinieerd in het Reglement van Orde van ELSA voordat een aanvraag voor ~~W~~ W ~~waarnemerschap~~ of ~~Lid~~ Lidmaatschap door de Internationale Raad kan worden goedgekeurd.

5.5 Demotie

Een Lid kan enkel tot Waarnemer worden gedegradeerd indien een voorstel tot demotie dat door het Internationale Bestuur of een Lid aan de Internationale Raad is voorgelegd met één tweederde meerderheid van de uitgebrachte stemmen wordt goedgekeurd. Een voorstel tot demotie kan enkel worden ingediend als het Lid:

- a. Niet heeft voldaan aan de financiële verplichtingen jegens ELSA en voor twee achtereenvolgende Vergaderingen van de Internationale Raad geen betalingsovereenkomst met ELSA heeft gesloten voor de onderhavige verplichtingen; of
- b. Voor vier achtereenvolgende Vergaderingen van de Internationale Raad geen Nationaal Bestuur heeft verkozen of aangesteld volgens de in zijn jurisdictie geldende wijze; of

- c. Voor vier achtereenvolgende Vergaderingen van de Internationale Raad, zonder geldige redenen niet is vertegenwoordigd, hetzij persoonlijk, hetzij door volmacht; of
- d. Voor vier achtereenvolgende Vergaderingen van de Internationale Raad is geschorst.

5.6 Beëindiging

- a. Het waarnemerschap of lidmaatschap eindigt onmiddellijk:
 - i. indien een Waarnemer geen lidmaatschap verkrijgt voor vier achtereenvolgende Vergaderingen van de Internationale Raad volgend op de Vergadering van de Internationale Raad waar de Waarnemer lidmaatschap kan aanvragen; of
 - ii. indien een Waarnemer of Lid een schriftelijke mededeling, getekend door alle verkozen leden van diens bestuur, aan het Internationale Bestuur stuurt, waarin de intentie wordt medegedeeld om het waarnemerschap of lidmaatschap te beëindigen met een beslissing genomen in overeenkomst met diens statuten en het nationale recht van de staat waar de Waarnemer of het Lid is gevestigd; of
 - iii. indien een Waarnemer of Lid een schriftelijke mededeling aan het Internationale Bestuur stuurt, waarin diens ontbinding wordt medegedeeld zoals besloten bij diens algemene vergadering in overeenstemming met diens statuten en het nationale recht van de staat waar de Waarnemer of het Lid is gevestigd; of
 - iv. indien een Waarnemer of Lid een schriftelijke mededeling aan het Internationale Bestuur stuurt, waarin diens ontbinding wordt medegedeeld zoals besloten bij een hogere nationale besluitvormende instantie waarbij de ontbinding in werking treedt in overeenstemming met het nationale recht van de staat waar de Waarnemer of het Lid is gevestigd; of
 - v. vanaf het moment dat het Internationale Bestuur ervan op de hoogte is gebracht dat een Waarnemer of Lid zijn rechtspersoonlijkheid heeft verloren; of
 - vi. als een Waarnemer of Lid wordt geroyeerd.
- b. Wanneer een Waarnemer of Lid ophoudt te bestaan, dan kan zijn waarnemerschap of lidmaatschap niet worden overgedragen aan een of meerdere rechtspersonen of een of meerdere natuurlijk personen.

5.7 Royement

Een Waarnemer of Lid kan enkel worden geroyeerd indien een voorstel tot royement bij de Vergadering van de Internationale Raad wordt voorgelegd door het Internationale Bestuur of een Lid en indien dit voorstel met een tweederde meerderheid van de uitgebrachte stemmen wordt goedgekeurd. Een voorstel tot royement kan enkel worden voorgelegd als de Waarnemer of het Lid:

- a. de Statuten of het Reglement van Orde van ELSA, of besluiten genomen door de Internationale Raad, of de belangen van ELSA schendt; of
- b. zijn financiële verplichtingen jegens ELSA niet volledig na heeft gekomen en daarvoor geen betaalovereenkomst is overeengekomen met ELSA voor vier achtereenvolgende Vergaderingen van de Internationale Raad; of
- c. aanzienlijke schade heeft toegebracht aan ELSA, aan één van de ELSA groepen of aan iemand die onder diens verantwoordelijkheid valt; of
- d. de doelstellingen en activiteiten van ELSA niet langer steunt of niet langer voldoet aan de eisen om Waarnemer of Lid te zijn; of
- e. verzuimt om maatregelen te treffen of staakt in het treffen van maatregelen indien de handelingen van een Groep of persoon die onder zijn verantwoordelijkheid valt vallen onder de onderdelen (a), (b) en/of (d) van art. 5.7 van deze Statuten.

5.8 Recht van Uitleg

Voordat demotie of roeyement geldig is, dient de Waarnemer of het Lid in kwestie een redelijke mogelijkheid gegeven te worden om zijn daden uit te leggen en te antwoorden op alle aanklachten. Het Internationale Bestuur moet aan de Internationale Raad bewijzen dat de uitnodiging voor de Vergadering van de Internationale Raad naar die Waarnemer of dat Lid is gestuurd, waardoor deze redelijke mogelijkheid gegeven is.

Comments:

Grammatical and terminological corrections.

No. 4. Statutory amendment concerning the International Council section

The International Board of ELSA and ELSA the Netherlands are proposing the following to the International Council:

The International Council

Article 7 – Main Provisions

English Translation:

7.1 Role

~~The International Council consists of the Members of ELSA and is the supreme decision-making body of the association. The decisions of the International Council are binding on the entire ELSA Network.~~

- a. The International Council consists of the Members of ELSA and is the supreme decision-making body of the association.
- b. The International Council Meeting is the General Assembly of ELSA within the meaning of the Dutch Civil Code.
- c. The decisions of the International Council are binding on the entire ELSA Network.

7.2 Convening

The following rules shall apply in regards to the convening of the International Council Meeting:

- a. The International Council meets physically twice a year at a time fixed by the International Board within the timeframe defined in the Standing Orders of ELSA. Exceptionally, the International Council Meeting shall be held online if it cannot be held in physical form.
- b. The International Council shall be convened by the International Board. All Members and Observers and Auditors shall be invited by means of printed or electronic invitations. Invitations shall be sent at least forty-two (42) days before the opening of the International Council Meeting concerned.
- c. The International Board shall convene an Extraordinary International Council Meeting if it deems it appropriate. The International Board shall be obliged to convene an Extraordinary International Council Meeting if a number of Members authorized to cast at least one-tenth of the highest possible number of votes in an International Council Meeting submit a written request for the convening of the meeting. In the latter case, the International Board shall send the invitation to the Extraordinary International Council Meeting within fourteen (14) days of the date of receipt of the written request. In addition, in the latter case, the International Board shall convene the Extraordinary International Council Meeting within four weeks of the date of receipt of the written request.

7.3 Voting Rights

- a. Each Member of ELSA has three votes in the International Council, regardless of the number of delegates attending the meeting. Members of ELSA may exercise their voting rights by electronic means of communication. The International Board may determine conditions to the use of electronic means of voting. These conditions will be announced

at the time of convocation. A Member shall be suspended by the International Board for the duration of the International Council Meeting, thus not having voting rights but keeping the rights to attend and address the International Council, until it has:

- a. fulfilled its financial obligations towards ELSA; and
 - b. filled in the “State of the Network Inquiry”, sent prior to the respective International Council Meeting, and handed it in to the International Board; and
 - c. submitted the letter of authorisation to the Secretary General of the International Board; and
 - d. submitted the “National Group Report” to the International Board
- b. A Member suspended according to art. 7.3 (a) of these Statutes can appeal this decision following the procedure as set out in the Standing Orders of ELSA.

7.4 Principles for Quorum

The International Council Meeting is only fully competent when it has been duly convened as defined in the Statutes of ELSA, and when at least half of all the Members are represented and are able to vote.

7.5 Principles for Validity of Decisions

Unless specified otherwise in the Statutes of ELSA or the Standing Orders, the decisions made by the International Council shall be determined by a simple majority of the votes cast. In the context of ELSA, simple majority is obtained by the option that receives the most votes, without counting the abstentions. Absolute majority is obtained with more than fifty per cent of the votes cast.

7.6 Officers supporting the International Council Meeting

- a. The Chair and Vice-Chair of the International Council Meeting shall be appointed by the International Board as set out in the Standing Orders of ELSA.
- b. Any other International Council Meeting Officer, including the Secretaries, shall be elected by the International Council in accordance with the procedure set out in the Standing Orders of ELSA.

7.7 Procedures

Further procedures regarding an International Council Meeting shall be defined in the Standing Orders of ELSA.

Dutch Statutory Proposal:

7.1 Rol

~~De Internationale Raad bestaat uit de Leden van ELSA en is het hoogste besluitvormingslichaam van de vereniging. De besluiten van de Internationale Raad zijn bindend voor het hele ELSA Netwerk.~~

- a. De Internationale Raad bestaat uit de Leden van ELSA en is het hoogste besluitvormende lichaam van de vereniging.
- b. De Vergadering van de Internationale Raad is de Algemene Vergadering van ELSA in de zin van het Burgerlijk Wetboek.
- c. De besluiten van de Internationale Raad zijn bindend voor het hele ELSA Netwerk.

7.2 Bijeenroeping

De volgende regels zijn van toepassing op het bijeenroepen van de Vergadering van de Internationale Raad:

- a. De Internationale Raad komt twee-maal per jaar op fysieke wijze bijeen, op een tijd vastgesteld door het Internationale Bestuur binnen de periode gedefinieerd in het Reglement van Orde van ELSA. In uitzonderingsgevallen kan de Internationale Raad online plaatsvinden als een fysieke bijeenkomst niet mogelijk is.
- b. De Internationale Raad wordt door middel van geprinte of elektronische uitnodigingen door het Internationale Bestuur aan alle Leden en Waarnemers van ELSA en de auditors bijeengeroepen. De uitnodigingen worden ten minste tweeënveertig (42) dagen voor het openen van de Vergadering van de Internationale Raad in kwestie verzonden.
- c. Het Internationale Bestuur roept een Buitengewone Vergadering van de Internationale Raad bijeen indien het dit wenselijk acht. Het Internationale Bestuur is verplicht een Buitengewone Vergadering van de Internationale Raad bijeen te roepen indien een aantal leden dat bevoegd is tot het uitbrengen van ten minste een tiende van het hoogstmogelijke aantal de stemmen in een Vergadering van de Internationale Raad een schriftelijk verzoek tot het bijeenroepen indient. In het laatste geval verstuurt het Internationale Bestuur de uitnodiging voor de Buitengewone Vergadering van de Internationale Raad binnen veertien dagen na de dag van ontvangst van het schriftelijke verzoek. Voorts roept het Internationale Bestuur in het laatste geval de Buitengewone Vergadering van de Internationale Raad bijeen binnen vier weken na de dag van ontvangst van het schriftelijke verzoek.

7.3 Stemrechten

- a. Ieder Lid van ELSA heeft drie stemmen in de Internationale Raad ongeacht het aantal vertegenwoordigers dat de vergadering bijwoont. Leden van ELSA kunnen hun stemrecht uitoefenen door middel van een elektronisch communicatiemiddel. Het Internationale Bestuur kan voorwaarden stellen aan het gebruik van het elektronisch communicatiemiddel. Deze voorwaarden worden bij de oproeping bekend-gemaakt. Een Lid zal door het Internationale Bestuur voor de duur van de Vergadering van de Internationale Raad worden geschorst en dus geen stemrechten hebben maar het recht om de Internationale Raad bij te wonen en daar het woord te nemen totdat hij:
 - i. aan zijn financiële verplichtingen ten opzichte van ELSA heeft voldaan; en
 - ii. de “Staat van het Netwerk Enquête”. vooraf aan de respectievelijke Vergadering van de Internationale Raad verzonden, heeft ingevuld en aan het ~~Internationale~~Internationale Bestuur heeft overhandigd; en
 - iii. de autorisatiebrief bij de ~~Algemeen Secretaris~~Secretaris-Generaal van het Internationale Bestuur heeft ingediend; en
 - iv. het Nationale Groepen Rapport” bij het Internationale Bestuur heeft ingediend.
- b. Een Lid dat door de toepassing van onderdeel a van art. 7.3 van deze Statuten is geschorst kan bezwaar maken tegen dit besluit, door de procedure zoals neergelegd in het Reglement van Orde van ELSA.

7.4 Quorum

De Vergadering van de Internationale Raad is alleen volledig bevoegd als het rechtsgeldig bijeen is geroepen als gedefinieerd in deze Statuten en als ten minste de helft van alle Leden worden vertegenwoordigd en in staat zijn om te stemmen.

7.5 Geldigheid van Besluiten

Tenzij anders aangeduid in deze Statuten of het Reglement van Orde worden besluiten door de Internationale Raad met een gewone meerderheid van de uitgebrachte stemmen aangenomen. Binnen ELSA is een gewone meerderheid bereikt door middel van de optie met de meeste stemmen, zonder rekening te houden met de onthoudingen. Een absolute meerderheid is bereikt door meer dan vijftig procent van de uitgebrachte stemmen.

7.6 Ondersteunde functies van de Vergadering van de Internationale Raad

- a. De Voorzitter en Vice-Voorzitter van de Vergadering van de Internationale Raad worden aangewezen door het Internationale Bestuur, in overeenstemming met het Reglement van Orde van ELSA.
- b. Andere ondersteunende personen, met inbegrip van Notulisten, worden verkozen door de Internationale Raad in overeenstemming met de procedure zoals neergelegd in het Reglement van Orde van ELSA.

7.7 Procedures

Nadere procedures met betrekking tot de de Vergadering van de Internationale Raad worden gedefinieerd in het Reglement van Orde van ELSA.

Comments:

Grammatical and terminological corrections.

No. 5. Statutory amendment concerning the International Board section

The International Board of ELSA and ELSA the Netherlands are proposing the following to the International Council:

The International Board

Article 8 – Main Provisions

English Translation:

8.1 Role

The International Board is the supreme executive body of ELSA. Its tasks consist of representing ELSA, implementing and being responsible for the day-to-day management and management of ELSA, promoting and monitoring ELSA's main fields of activity, promoting the objectives and effectiveness of ELSA as well as implementing and implementing the decisions adopted by the International Council. The International Board exercises its executive power through Board Meeting decisions.

8.2 Elections

- a. The International Council shall elect the members of the International Board of ELSA during the second International Council Meeting of the term. The International Board shall be elected for a period of one year, starting on the 1st of August in the year of its election and terminating on the 31st of July of the following year. If the election of the International Board cannot take place due to exceptional circumstances, the election can take place during an Extraordinary International Council Meeting.
- b. In order for the International Board to be legally constituted, at least half of the positions, as specified in the Standing Orders of ELSA and rounded up to the nearest natural number, have to be occupied.
- c. The International Board shall consist of members of any Local Group or National Group that are natural persons. Any person standing for election to the International Board shall follow the procedure as set out in the Standing Orders of ELSA in order for the election to be valid.
- d. The members of the International Board are elected into their specific position, as listed in the Standing Orders of ELSA.
- e. If there are any open positions in the International Board after an International Council Meeting, the International Board may appoint further members of the International Board as set out in the Standing Orders of ELSA.
- f. A member of the International Board appointed according to art. 8.2 (e) of these Statutes must be confirmed in their position by the International Council at the subsequent International Council Meeting to their appointment, following the procedure as set out in the Standing Orders of ELSA. If the member of the International Board is not confirmed by the International Council, they shall lose their position in the International Board the day after the official closing of the International Council Meeting.

8.3 Representation

The following rules shall apply in regard to the representation of ELSA:

a. ELSA is legally represented by the members of the International Board jointly. A member of the International Board can represent ELSA individually on matters that follow from the mandate of the position they have been elected or appointed to, as further defined in the Standing Orders. The President of the International Board can individually represent ELSA on any deed.

b. The International Board and the President of the International Board can authorise one or more people to represent ELSA by means of a limited or unlimited power of attorney.

8.4 Conflict of Interests and Absence

- a. If there is a direct or indirect personal interest of a member of the International Board in a decision to be taken, according to objective standards, this member shall refrain from deliberation and decision-making. If all members of the International Board or the sole member of the International Board by objective standards have a direct or indirect personal interest in a decision to be made, then the decision shall be made by the International Council.
- b. If a member of the International Board is no longer able to perform their duties during their term, and there is an impediment or absence these duties shall be carried out jointly by the remaining members of the International Board, until the International Council makes a provision during the next meeting.
- c. In the event of the absence or inability to act of all members of the International Board, the Association shall be temporarily administered by a person that always has to be elected for that purpose by the International Council.

8.5 Dismissal

A member of the International Board may be dismissed by the International Council by a two-thirds majority of the votes cast.

Dutch Statutory Proposal:

8.1 Rol

Het Internationale Bestuur is het hoogste uitvoerende lichaam van ELSA. Zijn taken bestaan uit het vertegenwoordigen van ELSA, het uitvoeren en verantwoordelijk zijn voor het dagelijks beheer en management van ELSA, het promoten en toezicht houden op de activiteitenkaders van ELSA, het bevorderen van de doelstellingen en doeltreffendheid van ELSA als-ook het uitvoeren en implementeren van de besluiten aangenomen door de Internationale Raad. Het Internationale Bestuur oefent zijn uitvoerende taken uit bij wijze van besluiten genomen door de Bestuursvergadering.

8.2 Verkiezing

- a. De Internationale Raad benoemt de leden van het Internationale Bestuur van ELSA tijdens de tweede Vergadering van de Internationale Raad van het bestuursjaar. Het Internationale Bestuur wordt benoemd voor een termijn van één jaar aanvangend op één augustus in het jaar van zijn benoeming en eindigend op éénendertig juli van het volgende jaar. Indien de verkiezing van het Internationale Bestuur door uitzonderlijke omstandigheden niet kan plaatsvinden, dan kan de verkiezing tijdens een Buitengewone Vergadering van de Internationale Raad plaatsvinden.

- b. Voor een geldige constitutie van het Internationale Bestuur, wordt tenminste de helft van zijn functies, zoals neergelegd in het Reglement van Orde van ELSA en afgerond naar het dichtstbijzijnde natuurlijke getal, bekleed.
- c. Het Internationale Bestuur wordt samengesteld uit leden van een Lokale of Nationale Groep van ELSA die natuurlijke personen zijn. Voor een geldige verkiezing, volgt de persoon die zich kandidaat stelt voor het Internationale Bestuur de procedure neergelegd in het Reglement van Orde van ELSA.
- d. De leden van het Internationale Bestuur worden verkozen voor hun specifieke functie, zoals neergelegd in het Reglement van Orde van ELSA.
- e. Het Internationale Bestuur kan verdere leden van het Internationale Bestuur benoemen volgens het Reglement van Orde van ELSA als een functie in het Internationale Bestuur na de tweede Vergadering van de Internationale Raad van het bestuursjaar niet bekleed is.
- f. Een lid van het Internationale Bestuur dat volgens art. 8.2 onderdeel e van deze Statuten benoemd is, moet voor dezelfde functie worden verkozen door de Internationale Raad tijdens de eerstvolgende ~~Algemene Ledenvergadering~~ Vergadering van de Internationale Raad na zijn benoeming, volgens de procedure zoals neergelegd in het Reglement van Orde van ELSA. Als dit Internationale Bestuurslid niet verkozen wordt door de Internationale Raad, dan houdt het op zijn functie te bekleden op de dag na de officiële sluiting van de Vergadering van de Internationale Raad.

8.3 Vertegenwoordiging

De volgende regels zijn van toepassing bij de vertegenwoordiging van ELSA:

- a. ELSA wordt wettelijk vertegenwoordigd door de gezamenlijke leden van het Internationale Bestuur. Een lid van het Internationale Bestuur kan ELSA afzonderlijk vertegenwoordigen in zaken die binnen het in het Reglement van Orde nader geduide mandaat vallen waarvoor het lid verkozen of benoemd is. De Voorzitter van het Internationale Bestuur kan ELSA in elke daad vertegenwoordigen.
- b. Zowel het Internationale Bestuur als de Voorzitter van het Internationale Bestuur kunnen een of meer personen machtigen om ELSA met beperkte of onbeperkte volmacht te vertegenwoordigen.

8.4 Belangenverstremgeling en ontstentenis

- a. Indien er naar objectieve maatstaven sprake is van een direct of indirect persoonlijk belang van een lid van het Internationale Bestuur bij een te nemen besluit, dan zal dit lid zich onthouden van de beraadslaging en besluitvorming. Indien alle leden van het Internationale Bestuur of het enige lid van het Internationale Bestuur naar objectieve maatstaven een direct of indirect persoonlijk belang hebben bij een te nemen besluit, dan wordt het besluit genomen door de Internationale Raad.
- b. Indien een van de leden van het Internationale Bestuur gedurende zijn termijn niet meer in staat is zijn functie uit te oefenen en er sprake is van belet of ontstentenis, dan worden zijn taken uitgevoerd door de resterende leden van het Internationale Bestuur gezamenlijk totdat de Internationale Raad gedurende de eerstvolgende ~~Vergadering~~ een voorziening treft.
- c. Indien er sprake is van belet of ontstentenis van alle leden van het Internationale Bestuur wordt de Vereniging tijdelijk bestuurd door een persoon die daartoe door de Internationale Raad steeds moet zijn aangewezen.

8.5 Ontslag

Een lid van het Internationale Bestuur kan door de Internationale Raad met een twee-derde meerderheid van de uitgebrachte stemmen worden ontslagen.

Comments:

Grammatical and terminological corrections.

No. 6. Statutory amendment concerning the Finances section

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

Finances

Article 9 – Financial principles, Financial Reporting and Auditors

English Translation:

9.1 The financial year of ELSA runs from the 1st of August until the 31st of July.

9.2 Any income or profit from ELSA's activities shall only be used to carry out its aims in accordance with its philosophy, and never for the profit of its members.

9.3 Each ~~m~~Member of ELSA is obliged to pay membership fee per financial year, the amount of which is to be decided by the International Council. Each Observer of ELSA is obliged to pay an observership fee per financial year, the amount of which is also decided by the International Council.

9.4 The audited Interim Accounts covering the first 6 months of the financial year, and the audited Final Accounts covering the full financial year shall be submitted to the first International Council Meeting immediately after the period to which they refer to has ended.

9.5 Internal and External Auditors examine the reliability of the Interim accounts and the Final accounts per financial year. The International Council shall elect Internal Auditors for a period commencing with the start of the financial year, and ending upon either the approval of the Final accounts by the International Council, or upon dismissal under the same criteria as a member of the International Board, or upon resignation.

Dutch Statutory Proposal:

9.1 Het boekjaar van ELSA loopt van één augustus tot ~~ee~~éénendertig juli.

9.2 Inkomen of winst uit activiteiten van ELSA zal uitsluitend worden gebruikt ter uitvoering van haar doelstellingen in overeenstemming met haar filosofie en nimmer met winstoogmerk ten opzichte van haar leden.

9.3 Ieder Lid van ELSA is verplicht om per boekjaar een lidmaatschapsvergoeding te betalen waarvan het bedrag door de Internationale Raad wordt vastgesteld. Ieder Waarnemer van ELSA is verplicht een waarnemersbijdrage te betalen per boekjaar, waarvan de hoogte wordt bepaald door de Internationale Raad.

9.4 De gecontroleerde tussentijdse balans over de eerste zes maanden van het boekjaar, en de gecontroleerde definitieve balans met betrekking tot het volledige boekjaar worden aan de

Vergadering van de Internationale Raad, onmiddellijk nadat de periode waar deze betrekking op heeft ten einde is gekomen, voorgelegd.

9.5 Interne en externe auditors controleren de betrouwbaarheid van de tussenbalans en de definitieve balans per boekjaar. De Internationale Raad benoemt interne auditors voor een periode aanvangend bij de start van een boekjaar en eindigend bij goedkeuring van de definitieve balans door de Internationale Raad, of bij ontslag van het Lid op basis van dezelfde criteria als een lid van het Internationale Bestuur of bij vrijwillig ontslag.

Comments:

Grammatical correction. Additionally, there is the inclusion of the Observership Fee which is payable by the Observers of ELSA, as it should be regulated by the Statutes of ELSA, similarly to the Membership Fee.

No. 7. Statutory amendment concerning the Amendments section

The International Board of ELSA and ELSA the Netherlands are proposing the following to the International Council:

Amendments

Article 10 – Validity and Effect

English Translation:

10.1 Any proposal amending these Statutes may be adopted by a two-thirds majority of the votes cast by the International Council and provided that the proposed amendment was duly sent out at least twenty-eight (28) days before the opening of the International Council Meeting. If approved by the International Council, the amendments to the Statutes take effect only when a notarial deed containing them has been executed. Every member of the International Board is entitled to have such a notarial deed signed and executed.

10.2 Where an amendment to an already submitted proposal to the Statutes is put forward, such may be adopted provided it was duly sent out at least fourteen (14) days before the opening of the International Council Meeting.

Dutch Statutory Proposal:

10.1 Een voorstel ter wijziging van deze sStatuten kan worden aangenomen door een meerderheid van twee/derde van de door de Internationale Raad uitgebrachte stemmen en mits de voorgestelde wijziging tenminste achtentwintig (28) dagen voor de opening van de Vergadering van de Internationale Raad rechtsgeldig is verstuurd. Indien goedgekeurd door de Internationale Raad dan treden wijzigingen van deze sStatuten uitsluitend in werking na het overlijden van een daartoe opgestelde notariële akte. Ieder lid van het Internationale Bestuur is bevoegd om een dergelijke notariële akte te tekenen en te verlijden.

10.2 Indien een wijziging op een reeds ingediend voorstel op de Statuten wordt ingediend, kan deze worden aangenomen mits deze ten minste veertien (14) dagen voor de opening van de Vergadering van de Internationale Raad naar behoren is verzonden.

Comments:

In accordance with Dutch Law, it is not possible to submit amendments to Statutory Proposals during the International Council Meeting itself. Respectively, in accordance with our current practice and in line with the legal advice which we have received in the past, we are integrating the deadline for submission of amendments in the text of the Statutes themselves.

No. 8. Statutory amendment concerning the Arbitration section

The International Board of ELSA and ELSA the Netherlands are proposing the following to the International Council:

Arbitration

Article 11 – Applicable Rules

English Translation:

Any dispute or disagreement arising out of or in connection with these Statutes or the Standing Orders of ELSA shall be settled by arbitration in accordance with the UNCITRAL Arbitration Rules in force at that time.

Dutch Statutory Proposal:

Een geschil of meningsverschil voortkomend uit of in verband met deze Statuten of het Reglement van Orde van ELSA zal door middel van arbitrage in overeenstemming met de UNCITRAL Arbitrageregels als op dat moment van kracht worden geregeld.

Comments:

Unification of capitalisation of the wording.

No. 9. Notarisation of the Statutes of ELSA

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

That each employee of Daamen de Kort van Tuijl Notarissen B.V. is authorised to execute the deed of amendment of the Articles of Association (Statutes).

Comment:

The current Statutes mention that “Ieder lid van het Internationale Bestuur is bevoegd om een dergelijke notariële akte te tekenen en te verlijden” - “Each member of the International Board is entitled to sign the notarial deed of Amendment of the Articles of Association”.

However, as no current Member of the International Board of ELSA is a Dutch speaker and therefore an official translator would need to be present when the deed is executed, we would like to authorise our Notary to execute the deed on our behalf. In accordance with Dutch Law and the legal advice received, this is presented to the International Council for approval.

No. 10. 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 6 – General Procedure

[...]

6.10 Request for Non-Binding Advice from the ELSA Development Foundation

In case of a request for Non-Binding Advice being made by the ELSA Development Foundation in relation to the Statutes or Standing Orders of the Foundation, such Non-Binding Advice may be deemed granted if adopted by a two-thirds majority of the votes cast by the International Council.

Comments:

This procedure is currently implemented in the Statutes of the ELSA Development Foundation. However, since the procedure concerns the operation of the International Council Meeting and thus ELSA, rather than EDF, the International Board has received legal advice to integrate the rules regarding the applicable majority for Non-Binding Advice in the Standing Orders of ELSA.

No. 11. Standing Orders amendment concerning the International Board section

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

The International Board

Article 9 – Composition

[...]

9.4 Emergency Temporary Administration

The following rules shall apply in relation to the election of a temporary administrator, who shall administer the Association in case of the absence or inability to act of all members of the International Board, as outlined in Article 8.4. (c) of the Statutes of ELSA:

- a. During the first International Council Meeting of each term, the International Council shall elect a person who shall administer the Association in case of the absence or inability to act of all members of the International Board. This person shall be elected with an absolute majority of the votes cast and shall only be authorised to exercise their functions where the conditions of Article 8.4. (c) of the Statutes of ELSA have been met.
- b. Any person participating in the election, outlined in Article 9.4. (a), shall be nominated by either a Member of ELSA or the International Board. To be taken into account for the election, nominations must be received by the Nominations Committee before midnight on the second day of the International Council Meeting, where the election takes place. If there is no candidate nominated by the above deadline, the International Council can with a two-thirds majority of the present Members reopen the nominations for this position.
- c. Any person participating in the election, outlined in Article 9.4. (a), may not be a member of the International Board of ELSA, an Internal Auditor of ELSA or a part of the Board of a Member of ELSA.
- d. Any person elected in accordance with the preceding paragraphs of this Article shall hold their position from the moment of their election until another person is elected or until they resign. In case they resign, the International Council shall elect a replacement during the first International Council Meeting following the resignation.

Comments:

In line with the newly added Article 8.4. (c) during the LXXXIV International Council Meeting in Tbilisi, this Proposal seeks to clarify the electoral procedure for the temporary administrator of the Association in cases of the absence or inability to act of all members of the International Board of ELSA. With the exception of the term in office and the possibility for the International Board of ELSA to nominate for this position, the nomination and election procedures broadly follow the procedures for the election of the International Board itself.

No. 12. International Council Meeting Decision Book amendment concerning the Part 1. General, Chapter 1. Strategic Planning

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

PART 1. GENERAL

CHAPTER 1. STRATEGIC PLANNING

Article 1. General

[...]

1.2 In order to ensure the consistent implementation and evaluation of the Strategic Plan, the International Board of ELSA shall organise the International Strategy Meetings within each Strategic Planning Cycle of five years with the primary focus in the following order:

- a. the first International Strategy Meeting of a Strategic Planning Cycle shall revolve around outlining the implementation of the Strategic Plan for the subsequent years;
- b. the second, third, and fourth International Strategy Meetings of a Strategic Planning Cycle shall revolve around evaluating the implementation of specific Strategic Goals;
- c. the fifth International Strategy Meeting of a Strategic Planning Cycle shall revolve around drafting a new Strategic Plan for the subsequent Strategic Planning Cycle.

[...]

Comments:

This Proposal is introduced by ELSA International to address the function of International Strategy Meetings in terms of their importance as a platform for the Network to have an impact on the Strategic Planning of ELSA. Namely, the proposal serves to regulate the Cycle of International Strategy Meetings in order to ensure their effective utilisation by ELSA International as means to receive insights, feedback and commentary from the Network on the implementation and evaluation of the Strategic Goals. This addition is introduced under Article 1., rather than under the Chapter on Internal Annual Meetings, as it should not impact the structure of any individual International Strategy Meeting, which shall at present be at the discretion of the International Board of ELSA, but rather serve to clarify the purpose of each International Strategy Meeting through regulation of its primary focus and insofar as

No. 13. International Council Meeting Decision Book amendment concerning the Part 1. General, Chapter 6. Advocacy

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

PART 1. GENERAL

CHAPTER 6. ADVOCACY

Article 1. Definition

1.1 Advocacy is the process of raising awareness on pressing societal issues through demonstrated objective data, in order to endorse decision-makers, stakeholders and relevant audiences to implement actions that contribute to a specific goal e.g. effective humanitarian action.

Article 2. Method

2.1 ELSA International shall create and regularly update materials on Advocacy, including:

- a. a handbook on Advocacy, which shall be reviewed every two years;
- b. general Guidelines on Advocacy, which shall be reviewed every two years;
- c. tailored Guidelines in response to situations that may arise.

2.2 National Groups shall:

- a. utilise academic and legal materials, reputable reporting agencies, and credible international organisations and NGOs as reliable sources for information and reference in research and analysis;
- b. forward all relevant information and materials regarding Advocacy to the Local Groups as received by ELSA International.

CHAPTER 67. FLAGSHIP PROJECTS

[...]

CHAPTER 78. ADVISORY BODY

[...]

CHAPTER 89. INITIATIVES IN THE CONTEXT OF THE HUMANITARIAN CRISIS IN UKRAINE

[...]

CHAPTER 910. WELFARE

[...]

Comment:

The International Board of ELSA is introducing this addition to the decision book in light of some recent events that needed our immediate action as an Association. By defining advocacy within our association, we create a clearer image of the scope and limitations of our Advocacy efforts and thereby give the National and Local Groups firmer grounding in their own Advocacy.

No. 14. International Council Meeting Decision Book amendment concerning the Part 1. General, Chapter 9. Welfare

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

PART 1. GENERAL

CHAPTER 9. WELFARE

[...]

Article 2. Code of Conduct

2.1 ELSA International shall:

- a. have a Code of Conduct, as provided in Annex 5, applied and enforced at all events organised or coordinated by ELSA International;
- b. ensure that the Code of Conduct is applicable to all people organising and participating in all events organised or coordinated by ELSA International;
- c. ensure that the Code of Conduct is followed by the members of the International Board of ELSA and the ELSA International Team whenever they act in their respective function;
- d. ensure that all Organising Committees of events organised or coordinated by ELSA International are aware of the Code of Conduct;
- e. ensure that all Organising Committees of events organised or coordinated by ELSA International have a Welfare Officer, responsible for implementing the Code of Conduct;
- f. raise awareness in the ELSA Network on the Code of Conduct;
- g. encourage and help with the creation of National Codes of Conduct;
- h. ensure appropriate training on the Code of Conduct for all involved Officers;
- i. take the appropriate measures when a breach of the Code of Conduct occurs.

2.2 The National Groups shall:

- a. ensure that the Code of Conduct of ELSA, as provided in Annex 5, is applied at all events organised or coordinated by ELSA International;
- b. ensure that all Organising Committees of events organised or coordinated by ELSA International within their National Group enforce the Code of Conduct;
- c. support ELSA International in the enforcement of the Code of Conduct.

Comments:

Alongside Proposal No. 15 seeking to integrate the Code of Conduct into the text of the International Council Meeting Decision Book in the form of an “Annex 5”, this Proposal aims at linking the Annex to the existing provisions on Welfare and the Code of Conduct in the Welfare Chapter of the General Part.

No. 15. International Council Meeting Decision Book amendment concerning the Annex 5. Code of Conduct of ELSA

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

ANNEX 5. CODE OF CONDUCT OF ELSA

As an association, we strive to work towards ‘A just world in which there is respect for human dignity and cultural diversity’. We are committed to creating a safe, respectful and inclusive environment for all and believe everyone has the right to be treated with respect.

This Code of Conduct of ELSA shall serve as an embodiment of ELSA’s values, as a guide to ELSA members and any other individual taking part in ELSA events, and as a tool to prevent and remedy unacceptable behaviour.

Chapter 1. Aim

1.1 This Code of Conduct aims to:

- a. ensure that ELSA offers a safe space for everyone involved in the Association to experience personal and professional growth;
- b. emphasise the importance of respectful behaviour at all times and set a foundation of shared values;
- c. establish a common understanding of unacceptable behaviour regardless of the cultural or educational background of individuals;
- d. establish procedures to report, deal with and remedy unacceptable behaviour.

Chapter 2. Applicability

2.1 This Code of Conduct applies to all events organised or coordinated by the International Board of ELSA. Within this scope, it is binding on all individuals involved in the organisation or participating in such events, regardless of their status as Local, National or International Officers.

2.2 It is the responsibility of the respective organiser of an event to ensure that all participants are aware of the Code of Conduct and its contents.

2.3. This Code of Conduct also applies at all times to the members of the International Board of ELSA and the ELSA International Team.

2.4 National Groups are encouraged to use the Model Code of Conduct provided by ELSA International within their own National Group or create their own National Code of Conduct.

Chapter 3. Obligations and Responsibilities

3.1 The International Board of ELSA shall:

-
- a. raise awareness of the content of the Code of Conduct in the Network;
 - b. ensure appropriate training to all members responsible for applying the Code;
 - c. ensure the independence of all Welfare Officers; and
 - d. enforce measures.

3.2 The Director for Welfare shall:

- a. enforce the Code of Conduct;
- b. revise the Code of Conduct of ELSA in collaboration with the Secretary General of the International Board and the Welfare Team;
- c. educate national and international Officers on matters related to Officer welfare and the Code of Conduct;
- d. support Welfare Officers of Event Organising Committees and create materials for them.

3.3 The Assistant(s) for Welfare shall:

- a. support the Director for Welfare in their duties and responsibilities;
- b. coordinate with the Welfare Team and the Secretary General of the International Board of ELSA to educate the ELSA Network on the topic of welfare.

3.4 The Ethical Committee of ELSA shall:

- a. upon request of the Director for Welfare, advise and deliberate on ethical questions related to this Code of Conduct when a reported conduct requires it;
- b. decide upon breaches of the Code of Conduct;
- c. upon request of the Director for Welfare, assist in developing and furthering welfare in the Network.

3.5 Organising Committees of ELSA events shall:

- a. in particular where neither the Director for Welfare nor the Assistant(s) for Welfare will be present at the event, appoint a member of the Organising Committee as a Welfare Officer who is in contact with the Director for Welfare and in charge of contacting relevant national authorities and national services;
- b. introduce the relevant Welfare Officers who shall present this Code of Conduct at the beginning of each event;
- c. inform participants on how to report unacceptable behaviour;
- d. take appropriate measures during the event to prevent breaches of the Code of Conduct and to safeguard individuals.

3.6 All attendees shall:

- a. be aware of what constitutes behaviour prohibited by the Code of Conduct;
- b. behave and act in accordance with this Code of Conduct and the applicable law under all circumstances;
- c. notify one of the Welfare Officers if they witness or observe a possible violation of the Code of Conduct.

Chapter 4. Prohibited Behaviour

4.1 Behaviours Not Explicitly Mentioned

4.1.1 Other behaviours not explicitly mentioned in the Code of Conduct may also constitute a breach of the Code of Conduct if sanctioning them is in line with the scope and purpose of this Code of Conduct. Behaviour prohibited by the national penal code of the country where an event occurs may constitute a breach of this Code of Conduct. Physical or psychological actions aimed or having as its effect the violation of rights and freedoms of other persons are prohibited by this Code of Conduct, in particular:

- a. bullying;
- b. harassment;
- c. sexual harassment;
- d. violence.

4.2 Bullying

4.2.1 Bullying is repeated and unwanted behaviour aimed at, or resulting in, victimising, humiliating, undermining or threatening an individual or group of individuals and/or causing psychological/physical harm. Bullying often involves a misuse or abuse of power/authority (real or perceived), where the target(s) can experience difficulties defending themselves.

4.2.2 Examples of bullying include, but are not limited to:

- a. physical bullying: using physical force or aggression against another person (e.g., shoving, hitting, invasion of personal space);
- b. verbal bullying: using words to attack someone (e.g., name-calling, teasing, insulting/offensive remarks, shouting, yelling);
- c. social/relational bullying: trying to hurt someone by excluding them, spreading rumours or ignoring them (e.g., gossiping);
- d. cyberbullying: using electronic media to threaten, embarrass, intimidate, or exclude someone, or to damage their reputation (e.g., sending threatening text messages, publishing demeaning posts about an individual);
- e. work-related: isolating and undermining one's position/authority or purposefully making one's performance of work difficult or unbearable (e.g., avoiding communicating with an individual; ignoring them when they walk by; purposefully giving unmanageable workloads and deadlines; arbitrarily changing tasks; using evaluations to document alleged decreased/lower performance, contrary to facts, using threats, intimidation and pressure to influence the way an individual performs their job).

4.3. Harassment

4.3.1 Harassment is a form of discrimination that includes unwarranted conduct with the purpose or effect of violating a person's dignity, victimising, humiliating, undermining, threatening them or creating a hostile, degrading, or offensive environment, based on their:

- a. age;
- b. race (e.g., skin colour, facial features);
- c. ethnicity (e.g., culture, language, history, accents);
- d. religion (religious beliefs);

-
- e. gender;
 - f. sexual orientation;
 - g. family status (e.g., from a single-parent family, adopted, queer parents, non-biological parents);
 - h. marital or relationship status;
 - i. physical or mental disability (e.g., mental illness, learning disability, using a wheelchair);
 - j. or any other distinguishable attribute.

4.3.2 Conduct can be through acts of verbal, nonverbal or physical aggression, intimidation or hostility and is not restricted to any medium. It may consist of a single instance or repeated inappropriate behaviour.

4.3.3 Examples of harassment may include, but are not limited to:

- a. verbal harassment (e.g., jokes, comments, ridicule or songs, victimisation of a person who has suffered a violation of this Code of Conduct);
- b. written harassment (e.g., text messages, emails, notices or comments);
- c. activity on social media (e.g., comments under photos, posts, mentions);
- d. physical harassment (e.g., jostling, shoving or any form of assault);
- e. intimidatory harassment (e.g., gestures, threatening poses, putting pressure on someone not to file a report);
- f. visual displays (e.g., posters, emblems or badges);
- g. isolation or exclusion from social activities;
- h. sexual harassment.

4.4 Sexual Harassment

4.4.1 Sexual harassment may include but is not limited to:

- a. unwelcome sexual advances;
- b. unwelcome physical closeness or touch;
- c. asking for sexual favours;
- d. pressuring someone into performing sexual acts;
- e. unwelcome efforts or pressure to develop a romantic or sexual relationship with that individual or third parties;
- f. unwelcome comments about an individual's body or sexual activities;
- g. threatening to engage in an unwanted sexual act with another person;
- h. unwelcome jokes or teasing of a sexual nature or based upon gender, perceived gender, or sex stereotypes;
- i. other verbal or physical harassment of a sexual nature.

4.5 Violence

4.5.1 Violence is defined as any action that intentionally harms or injures another person. It includes physical aggression, deliberate coercion of another individual to use inappropriate substances (drugs, alcohol) and sexual violence. Sexual violence means any behaviour or act of a sexual nature, or perceived to be of a sexual nature, which is unwanted and takes place without consent or understanding of all persons involved. Sexual violence includes but is not limited to:

-
- a. rape;
 - b. sexual assault;
 - c. sexual activity without consent.

4.5.2 ELSA operates under a clear consent culture: everything that is not a clear “yes” is a “no”. No individual should engage in any romantic, sexual or intimate activity with another individual who:

- a. has not explicitly consented to engaging in the activity and/or;
- b. does not have the capacity to give consent (e.g., intoxication by drugs or alcohol, any physical or mental condition that might cause confusion, mental health conditions, under the age of consent applicable in the country where the respective event is taking place) and/or;
- c. does not have the freedom to consent (e.g., is coerced, pressured, forced, blackmailed or constrained when giving apparent consent).

Chapter 5. Welfare Team

5.1 Welfare Officers

5.1.1 The Welfare Team consists of the Director for Welfare, the Assistant(s) for Welfare, and the Ethical Committee, appointed by the International Board of ELSA. The Officers should reflect the diversity of ELSA, being selected from different functions and groups.

5.1.2 All Welfare Officers shall be independent and impartial. The Officers shall disclose any conflict of interest and recuse themselves from any matter in which they have a conflict of interest, including but not limited to the determination and decision-making on an investigation against a member of the National Group of which they are a part.

5.2 Ethical Committee of ELSA

5.2.1 The Ethical Committee is composed of three members and one substitute recruited from the ELSA Network and appointed by the International Board of ELSA;

5.2.2 Members of the Ethical Committee shall hold their position for the duration of the term of their appointment, starting from the 1st of October until the 30th of September of the following year.

5.2.3 The Secretary General of the International Board of ELSA advises the Ethical Committee on the enforcement of the measure decided upon but does not take part in the deliberations themselves.

5.2.4 The Director for Welfare shall attend the Ethical Committee’s meetings, responding to any questions and providing general advice to the Committee, but not having the right to vote upon any decision.

5.2.5 All members of the Ethical Committee shall meet high ethical standards. The status of any member on the Committee may be prematurely terminated by the decision of the International Board of ELSA in the event of:

- a. failure to participate in one or more meetings of the Committee without valid reasons;

-
- b. breaches of the Code of Conduct or other behaviour that is not up to the high ethical standards expected from Committee members;
 - c. non-disclosure of potential conflicts of interest regarding a particular hearing;
 - d. disclosure of confidential information about any of the parties involved in a particular report; or
 - e. any other breach of the non-disclosure agreement signed with the International Board of ELSA.

5.3 Clarifications Regarding Prohibited Behaviour

5.3.1 Any ELSA member may contact the Welfare Team for clarification regarding prohibited behaviour stipulated by this Code. The request must include:

- a. surname, name and contact details of the person requesting clarification;
- b. provisions of the Code where a clarification is required;
- c. a statement of the circumstances that led to the need to clarify the provisions.

5.3.2 Upon receiving a request for clarification, which includes the need for a complex interpretation of the Code of Conduct, the Welfare Team shall consult the Ethical Committee of ELSA, who shall provide the final clarification.

5.3.3 The Ethical Committee may either provide the clarification to be then communicated to the specific individual ELSA member or may request the Secretary General of the International Board of ELSA to publish the clarification for the general knowledge of the ELSA Network. These clarification requests are taken into account when reviewing the Code of Conduct.

5.4 Confidentiality

5.4.1 Deliberations related to reports under the Code of Conduct shall be confidential. The International Board of ELSA shall ensure that all Welfare Officers sign a strict non-disclosure agreement.

Chapter 6. Reporting and Investigation

6.1 Reporting

6.1.1 Any person witnessing, experiencing or becoming aware of a (possible) violation of this Code of Conduct may report the incident(s) to the Director for Welfare at welfare@elsa.org or in person. If the Director for Welfare is in a conflict of interest or the person wanting to make the report feels more comfortable for any reason, they may instead contact the Assistant(s) for Welfare at assistant.welfare@elsa.org or in person.

6.1.2 In case the Director for Welfare is in a conflict of interest, they shall recuse themselves from the rest of the procedure following the report. In such a situation, the Assistant(s) for Welfare shall take over their role. In the event that the position of the Assistant for Welfare is not filled, the rest of the procedure will be led by the Welfare Officer receiving the report.

6.1.3 Alternatively, the report may be submitted to the designated Welfare Officer of the Organising Committee of the event (if applicable) where the possible violation occurred.

6.1.4 Any report should include as many details as possible, such as date, time, location, the names of any witnesses or parties involved and contact details of the person making the report. The identity of the person making the report will be kept confidential unless disclosure is required by law. The report should include information about the role of the person making the report in the potential Code of Conduct violation, i.e. if the person is a witness or a victim.

6.1.5 The report shall be filed in English or in another language in which the Welfare Officer is fluent when it is an in-person report.

6.2 Anonymous Reports

6.2.1 Alternatively, any person witnessing, experiencing or becoming aware of a violation of this Code of Conduct may submit a complaint anonymously via [this Google Form](#). Similarly, a person submitting a report via email or in person can wish for their identity to be kept secret.

6.2.2 An anonymous complaint cannot lead to sanctions for the accused person, but the Welfare Team may contact the accused person if the victim wishes.

6.3 Preliminary Investigation

6.3.1 Once a report or complaint has been received, the Welfare Officer receiving the report shall do the following within a reasonable time:

- a. ensure that the victim is safe (the Welfare Officer shall get in contact with the potential victim as soon as possible and ensure that this person is safe from potential further violations);
- b. inform the Director for Welfare (if applicable) that a potential violation has occurred;
- c. at the victim's discretion, help the potential victim contact the relevant national authorities and other services in the country where the potential violation has taken place or where they are located, as applicable (such as psychological services or victim support hotline).

6.4 Investigation

6.4.1 The Welfare Officer shall, within seven days of receiving a report, schedule an oral meeting with the person making the report.

6.4.2 Following the oral meeting provided by 6.4.1, the Welfare Officer shall contact the accused person(s) and schedule an oral meeting in order to seek detailed information about the facts.

6.4.3 The Welfare Officer shall decide upon the severity of the potential violation reported (after consultation with the Director for Welfare where applicable).

6.4.4 Following the decision, the Welfare Officer shall explain the possible next steps to the person making the report.

6.5 Mediation

6.5.1 In case of potential less severe violations, including but not limited to verbal bullying, verbal or written harassment and harassment through social media, the Director for Welfare shall:

- a. discuss the conflict with all parties involved and discuss possible options for resolving the conflict;
- b. primarily promote the peaceful settlement of a conflict situation;

- c. if all parties agree, initiate a mediation procedure between the involved people, led by the Director for Welfare or an Assistant for Welfare tasked with this by the Director;
- d. reach an understanding between the parties;
- e. In case of an unsuccessful mediation, refer the case in an anonymised form to the Ethical Committee of ELSA.

6.5.2. The parties and the mediator may agree on the language of the mediation procedure. If no agreement is reached, the procedure shall be held in English.

6.6 Potential Severe Violations

6.6.1 In case of a potential severe violation, including but not limited to physical or sexual harassment, sexual abuse, or rape, the Director for Welfare shall:

- a. ensure that the victim gets every help they require;
- b. conduct interviews with the involved parties to collect all the necessary information related to the potential violation (all interviews shall be held separately);
- c. inform the International Board of ELSA, as well as the Head of the Organising Committee in case of an international event, of the fact that a potentially severe violation has been reported, so that the appropriate measures may be taken to safeguard the victim and to help national authorities in fulfilling their duties;
- d. consult the Assistant(s) for Welfare at the discretion of the potential victim;
- e. refer the case to the Ethical Committee of ELSA in an anonymised form.

6.7 Procedure Before the Ethical Committee

6.7.1 If a violation is referred to the Ethical Committee of ELSA, the Committee shall be convened by the Director for Welfare.

6.7.2 The Ethical Committee shall:

- a. verify that all members of the Ethical Committee are unbiased regarding the report at hand and, if necessary, remove any members that are biased or in a possible conflict of interest for the particular hearing;
- b. set the date and time for an online or in-person meeting within one week (or two weeks in extraordinary circumstances) of the report being submitted;
- c. hear the facts of the case presented by the Director for Welfare in an anonymised form (so that the identity of the potential victim, the accused person and any witnesses remain unknown);
- d. once it has all the facts, decide upon whether there was a violation of the Code of Conduct;
- e. take a decision on potential disciplinary actions to be taken (whereby each member has one vote, and a majority of the votes is required to take a decision);
- f. communicate the decision accompanied by detailed reasoning to the Director for Welfare.

6.7.3 The decision must be taken within a reasonable timeframe given by the Director for Welfare. The decision is then communicated within one week to the following people:

- a. the accused person;
- b. the victim(s);

- c. the person who made the report (if a different individual);
- d. the International Board of ELSA.

6.7.4 The Director for Welfare shall also inform the Welfare Officer who received the report that the case has been closed without disclosing further information.

6.7.5 The Ethical Committee shall establish international rules of procedure to ensure compliance with the Code of Conduct. Minutes shall be kept of the Committee's meetings.

Chapter 7. Measures and Sanctions

7.1 Possible Measures and Sanctions

7.1.1 Violations of this Code of Conduct will result in appropriate disciplinary measures and sanctions. Measures and sanctions should be applied with an educational purpose rather than retributive. When deciding on a measure or sanction, the context of a case is taken into account.

7.1.2 Possible sanctions for violations in instances that are not referred to the Ethical Committee may include:

- a. reprimands or warnings;
- b. expulsion from the event where the violation took place at the participant's own expense.

7.1.3 Possible sanctions for violations in cases that are referred to the Ethical Committee may include but are not limited to:

- a. reprimands or warnings;
- b. expulsion from the event where the violation took place at the participant's own expense;
- c. exclusion from future activities coordinated by the International Board of ELSA, either temporarily or permanently;
- d. advice to the Board of a National or Local Group to suspend or expel the member;
- e. advice to the Board of a National or Local Group to deprive a person of Alumni status;
- f. binding advice to the International Board of ELSA to dismiss the member concerned from their position where they are a part of the ELSA International Team.

7.2 Sanction Thresholds

7.2.1 For a first-time offence for a violation that is not referred to the Ethical Committee, a warning or reprimand pursuant to 7.1.2 a) or 7.1.2 b) shall be issued.

7.2.2 In case of a violation that was referred to the Ethical Committee, a warning or reprimand pursuant to 7.1.3 a) or 7.1.3 b) shall only be applied in minor cases. Otherwise, a measure pursuant to 7.1.3 c), d), e), or f) shall be applied.

7.2.3 In case of recidivism after an initial warning or reprimand under 7.1.3 a) or 7.1.3 b), a measure from 7.1.3 c), d), e) or f) shall be applied.

7.3. Communication of Decision

7.3.1 The decision and measure (if applicable) are communicated within one week to the following people:

-
- a. the accused person;
 - b. the victim(s);
 - c. the person who made the report (if a different individual);
 - d. the International Board of ELSA.

7.3 Reporting to Authorities

7.3.1 None of the measures and sanctions mentioned above shall keep any involved person from contacting national authorities on their own or from pursuing legal action in accordance with the applicable national law.

7.3.2 The Welfare Officers shall make a report to the competent authorities about a violation if the law requires them to do so.

Chapter 8. Periodic Review

8.1 The International Board of ELSA and the Welfare Team shall review this Code of Conduct at least every three years.

Chapter 9. Data Protection and Privacy

9.1 Generalities

9.1.1 All information about people involved and the facts are kept strictly confidential by the Welfare Team until the procedure is over or the sanction attributed to the defendant has finished.

9.1.2 The Welfare Team shall keep only information strictly necessary to carry out the proceedings. The data shall be anonymised as quickly and as far as possible by the Welfare Team.

9.1.3 At the end of their mandate, the Welfare Team shall verify and, if needed, delete data that is not necessary anymore.

9.1.4 ELSA International shall keep a file for the purposes of advising the Ethical Committee of ELSA in cases of recidivism. This file will contain the names of persons sanctioned under the Code of Conduct, as well as information on the applied sanction and its duration. This information shall be deleted as soon as the period of application of the sanction ends. This file shall only be accessible to the International Board of ELSA and the ELSA International Welfare Team.

9.2 Assistant(s) for Data Protection

The responsible Assistant for Data Protection of ELSA International may ask to verify that only necessary information is kept by the Welfare Officer.

Comments:

Following the discussions at the LXXXIV International Council Meeting in Tbilisi and the 4th IM Open Call in December 2023, the Welfare Team refined the text of the Code of Conduct of ELSA in accordance with the recommendations of the Council and have accordingly prepared it for its integration as an Annex 5 of the International Council Meeting Decision Book.

This addition to the Decision Book, would ensure that the Code of Conduct is entrenched on the basis of its current contents, which have been carefully drafted in collaboration with the Network with it being reviewed only when necessary and prescribed in its text. Furthermore, through its entrenchment, the current Code of Conduct can become a foundation for templates, formulated by ELSA International for National CoCs - an initiative which has already been undertaken by the Welfare Team. This would in turn help spread the knowledge on unacceptable behavior and Welfare further in the Network.

No. 16. International Council Meeting Decision Book amendment concerning the Part 2. Board Management, External Relations and Expansion, Chapter 3. External Relations

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

PART 2. BOARD MANAGEMENT, EXTERNAL RELATIONS AND EXPANSION (BEE)

CHAPTER 3. EXTERNAL RELATIONS

[...]

Article 5. Sanctions

[...]

5.4 The International Council shall decide on a suitable sanction in case no agreement is reached. The amount may not exceed the highest amount proposed. In case no agreement is reached regarding the existence of a breach of the Procedure to Contact that is subject to sanction, the International Council shall adjudicate the matter prior to deciding on a suitable sanction. Where the International Board of ELSA is not a party to the disagreement, they shall provide an objective recommendation to the International Council prior to its adjudication. Where the International Board is a party to the disagreement, the objective recommendation shall be given by the Auditors of ELSA.

[...]

Comment:

This proposal is introduced to address the lack of adjudicating function when it comes to establishing the existence of a breach of the Procedure to Contact under the External Relations chapter of the Decision Book before deliberating on a suitable sanction in such a case that grounds for a sanction exist. The proposal serves to clarify the International Council's position as the supreme decision making body of the Association with regard to breaches of the Procedure to Contact.

No. 17. International Council Meeting Decision Book amendment concerning the Part 3. Internal Management, Chapter 5. International Internal Meetings

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

PART 3. INTERNAL MANAGEMENT (IM)**CHAPTER 5. INTERNATIONAL ANNUAL MEETINGS**

[...]

Article 2. Timeframe

2.1 The International Training Meeting shall take place online within the first two months of each term. It shall begin on ~~Thursday~~Friday and end on the following Sunday.

[...]

Comments:

Following the discussions at the LXXXIV International Council Meeting Tbilisi and the IV International Strategy Meeting Brno, there appears to be broad consensus in the Network that the current duration of the International Training Meeting does not align with its objectives of accessibility, as many participants continue to have other engagements, ELSA-related and personal, during the days of Thursday and Friday.

By starting the International Training Meeting on Friday instead of Thursday, this issue will be partially alleviated, while further and more comprehensive reform of the ITM is developed by the International Board of ELSA in the following months and the upcoming term.

No. 18. International Council Meeting Decision Book amendment concerning the Part 3. Internal Management, Chapter 6. Human Resources

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

PART 3. INTERNAL MANAGEMENT (IM)

CHAPTER 6. HUMAN RESOURCES

[...]

Article 3. ELSA International Team

3.1 The ELSA International Team is the supporting team of the International Board of ELSA. It consists of individuals appointed by the International Board of ELSA to fulfil specific tasks as delegated by the responsible member of the International Board of ELSA.

3.2 In accordance with the Standing Orders of ELSA, the International Board of ELSA shall, at the beginning of each term, open a call for the following positions within the ELSA International Team:

- a. a Director for Human Resources. The Director works with the Secretary General of the International Board or their substitute on improving the Human Resource Management of ELSA and supports National and Local Groups in establishing and evaluating HR practices. The officer will work closely with all members of the International Board on improving knowledge management and transfer throughout the Association;
- b. a Director for Welfare. The Director works with the Secretary General of the International Board or their substitute on the implementation of the Code of Conduct and the encouragement of the National Groups to create their own Code of Conduct. The officer will work closely with all members of the International Board on Welfare, Diversity and Inclusion within ELSA;
- c. an Assistant for Welfare. The Assistant works with the Director for Welfare in the implementation of the Code of Conduct and the administration of Welfare complaints;
- d. a Director for Grants. The Director works with the Treasurer of the International Board or their substitute on evaluating and executing the Grants strategy of ELSA International, applying to a variety of grants to improve the financial situation of the International Board, support National and Local Groups in their application and reporting processes, and update the ELSA Grants Database;
- e. a Director for Public Relations. The Director works with the Vice President in charge of Marketing of the International Board or their substitute on establishing a social media strategy, assisting with the undertaking of a market research and planning publicity strategies and campaigns;
- f. a Director for Publications in ELSA supporting the Vice President in charge of Academic Activities of the International Board or their substitute with the overall coordination of legal writing projects; ~~and~~
- g. a Director for Academic Competitions. The Director works with the Vice President in charge of Competitions of the International Board or their substitute to support National

-
- and Local Groups in establishing and coordinating Competitions and supporting the Organiser of the European Final Round of the ELSA Negotiation Competition; and
- h. a Director for Strategic Planning. The Director works with the President of the International Board on the continued progress of the Strategic Plan of ELSA.

3.3 The term in office of each member of the ELSA International Team shall run from the moment of their appointment until the following 31st of August, unless it is otherwise decided by the International Board of ELSA.

[...]

Comments:

Three key changes are brought forward within this Proposal. Firstly, with the adoption of the new Code of Conduct of ELSA, the role of the Assistant for Welfare would become even more important for its adequate implementation. Therefore it is proposed that it is entrenched in the International Council Meeting Decision Book as a position, a call for which is always opened in the beginning of each term.

Secondly, the same is proposed with regards to the Director for Strategic Planning, who has become one of the integral functions within the ELSA International Team. With the continued relevance of the Strategic Plan of ELSA and the International Strategy Meeting, maintaining this position in the context of the ELSA International Team is key.

Lastly, in accordance with the discussions of the IV International Strategy Meeting in Brno and the provisional decision of the International Board of ELSA 2023/2024, it is proposed that the term in office of the ELSA International Team is permanently extended to the 31st of August of each year. This would guarantee that each EIT member works in their respective position from the date of their appointment until the following 31st of August, thereby not coinciding with the term in office of the International Board. Implementing this change would allow for the better planned out transition of the ELSA International Team during the month of August, as well as alleviate a burden from the International Board by allowing them to work with an already experienced EIT within their first month in office.

No. 19. International Council Meeting Decision Book amendment concerning the Part 3. Internal Management, Chapter 6. Human Resources

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

PART 3. INTERNAL MANAGEMENT (IM)**CHAPTER 6. HUMAN RESOURCES**

[...]

Article 4. Human Resources Strategy

4.1 The aim of the Human Resources Strategy of ELSA International is to align our Human Resources practises with our strategic objectives and to ensure sustainable Human Resources Management within ELSA International.

4.2 The Human Resources Strategy shall be implemented over the duration of three years. The fulfilment of the Human Resources Strategy shall be evaluated in the second year of the strategy by means of a Human Resources Strategy Progress Report and by means of a Human Resources Strategy Final Report after the end of the implementation period.

4.3 ELSA International shall:

- a. be responsible for the implementation of the Human Resources Strategy;
- b. regularly update the Network on the implementation of the Human Resources Strategy;
- c. present the progress of the Strategy at the second regular International Council Meeting of each term;
- d. be responsible for the writing and publication of the Human Resources Strategy Progress and Final Reports.

Comments:

With the preparation of the first Human Resources Strategy of ELSA International 2024-2026, this Proposals aims at setting the foundational structure for the Human Resources Strategy's implementation and evaluation in line with the recommendations and input of the Network during the IV International Strategy Meeting in Brno.

No. 20. International Council Meeting Decision Book amendment concerning the Part 3. Internal Management, Chapter 7. ELSA Training

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

PART 3. INTERNAL MANAGEMENT (IM)

CHAPTER 7. ELSA TRAINING

[...]

Article 2. International Trainers' Pool

2.1 The International Trainers' Pool (ITP) is the main body of ELSA Training and it consists of Trainers.

2.2 Every ELSA Training provided by an International Trainers' Pool Trainer shall:

- a. Last at least three hours;
- b. Not include more than 20 participants per one International Trainers' Pool Trainer;

2.3 In case of an ELSA Training taking place fully online or in a hybrid format, the organising ELSA Group may derogate from the regulation set in Article 2.2.a. in consultation with their appointed International Trainers' Pool Trainer.

2.4 The Secretary General of the International Board of ELSA may allow organising ELSA Group of an ELSA Training to derogate from the regulation set in Article 2.2 upon presentation of an individual case.

2.5 In order to request an International Trainers' Pool Trainer, the organising ELSA Group shall fill in the ITP Training Request at least three (3) weeks prior to the proposed date of the training. It is at the discretion of the Secretary General of the International Board or their substitute to accept requests received on a shorter notice.

2.6 The Secretary General of the International Board of ELSA or their substitute shall appoint an International Trainers' Pool Trainer for the requested event.

2.7 The organising ELSA Group shall cover travel and accommodation costs for the appointed ~~ITP~~International Trainers' Pool Trainer.

[...]

Comments:

Stylistical uniformity of the Chapter regarding ELSA Training of the International Council Meeting Decision Book.

No. 21. International Council Meeting Decision Book amendment concerning the Part 3. Internal Management, Chapter 7. ELSA Training

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

PART 3. INTERNAL MANAGEMENT (IM)**CHAPTER 7. ELSA TRAINING**

[...]

Article 3. Responsibilities

3.1 The International Board of ELSA shall annually organise the Refreshment Weekend and the Train the Trainers². The hosts for these events shall be appointed by the International Board of ELSA at least three months prior to the events. In case no host is appointed, the International Board of ELSA shall be responsible for the organisation of the Refreshment Weekend and the Train the Trainers. In the absence of hosts, the events may be held online.

3.2 The Train the Trainers² is aiming to recruit new trainers to the International Trainers' Pool. Based on the results and the feedback of hosting trainer(s) of the event, the International Board of ELSA shall appoint new trainers to the International Trainers' Pool.

3.3 The Refreshment Weekend is meant to conserve and enhance the quality of the International Trainers' Pool Trainers. The sessions of the event are hosted by the experienced International Trainers' Pool Trainer or the training providers who are partners of ELSA. The academic programme for the event is developed by ELSA International and the International Trainers' Pool itself.

Comments:

Stylistical uniformity of the article in accordance with the provisions relating to International Council Meetings in Article 4.9 of the Standing Orders of ELSA.

No. 22. International Council Meeting Decision Book amendment concerning the Part 4. Financial Management, Chapter 3. Payment Agreements

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

PART 4. FINANCIAL MANAGEMENT (FM)**CHAPTER 3. PAYMENT AGREEMENTS**

[...]

Article 4. Penalties

4.1 If a National Group fails to comply with the responsibilities under Article 2.2.a of this Chapter, ELSA may apply a penalty fee of a maximum of 5% of the outstanding amount for each unpaid instalment by the National Group.

~~4.2 If a National Group fails to comply with the Payment Agreement, the International Board of ELSA may not renew the Payment Agreement with the National Group.~~

Comments:

The financial situation of each National Group can change. With this Proposal, the International Board of ELSA would like to give an opportunity to the National Groups that failed to comply with the Payment Agreement in the past to renew the Payment Agreement.

This renewal of the Payment Agreement would not be done automatically but by the same procedure as it would be with the new Payment Agreement. The requesting Group has to again provide the Treasurer of the International Board of ELSA with proof of their financial difficulties preventing the fulfilment of the obligations under the Payment Agreement, which include the budget of the current financial year, the most recent financial report and the most recent bank statements.

The International Board of ELSA will then evaluate the request. If the International Board of ELSA concludes that the circumstances have changed enough for the National Group to comply with the Payment Agreement, it can be renewed.

No. 23. International Council Meeting Decision Book amendment concerning the Part 4. Financial Management, Chapter 6. Event Fees

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

PART 4. FINANCIAL MANAGEMENT (FM)

CHAPTER 6. EVENT FEES

Article 1. Responsibilities

1.1. The International Board of ELSA shall:

- a. Update and publish the list of favoured countries by the ~~end~~beginning of each calendar year, and make the list of GNI available to National Groups through a direct link to the online data catalogue on the World Bank website. Should there be no change from the most recently published list of favoured countries, this information shall be provided along with a copy of the most recently published list of favoured countries.

1.2 The Treasurer of the International Board of ELSA shall:

- a. Index the maximum participation ~~and extra~~ fees for the International ~~Internal Council~~ Meetings, International Strategy Meeting and the maximum participation fee for S&C events (excluding Study Visits, Institutional Visits and ELSA Law Schools) as in Annex H2 to the Financial Management part of this International Council Meeting Decision Book with the inflation rate of euro, as stated by the European Central Bank (ECB), ~~the 1st of January annually~~ in January and August. The first indexation shall be calculated with the inflation rate of euro for the month of December. If by the 15th of January, the ECB has not published the inflation rate of euro for the month of December, the first indexation shall be calculated with the most recently published inflation rate of euro. The second indexation shall be calculated with the inflation rate of euro for the month of July. If by the 15th of August, the ECB has not published the inflation rate of euro for the month of July, the second indexation shall be calculated with the most recently published inflation rate of euro. The amount shall be rounded to the nearest natural number. The basis for indexation shall be the maximum participation fee as calculated ~~for the previous year~~ the indexation before, up to two decimal points;
- b. Send a notification about the updated Annexes to National Groups through relevant mailing lists ~~after each indexation~~ by the end of each month, when the indexation was made.

Article 2. Favoured country status

2.1 The list of favoured countries shall be based on the GNI per capita (measured in PPP) as available on the World Bank online data catalogue on the World Bank website.

2.2. A National Group shall be considered a favoured country if the GNI per capita (measured in PPP) of that country is equal to or lower than 21,000.00 International dollars.

2.3 The demarcation number as referred to under Article 2.2 of this Chapter shall be indexed at the ~~end~~beginning of each year, with the average increase in GNI per capita (measured in PPP) of

all National Groups. The average increase in GNI per capita (measured in PPP) shall be based on the most recent annual data from the World Bank online data catalogue compared to the second most recent annual data.

[...]

ANNEX 1. LIST OF FAVOURED COUNTRIES (UPDATED AS PER JANUARY 2024)

1.1 The list of favoured countries consists of any country with Gross National Income (GNI) per capita (measured in PPP) equal to or lower than 21,000 International dollars.

1.2 This demarcation number shall be indexed at the ~~end~~beginning of each year, with the average increase in GNI per capita (measured in PPP) of all national ELSA groups. The average increase in GNI per capita (measured in PPP) shall be based on the most recent yearly data from the World Bank online data catalogue compared to the second most recent yearly data.

1.3 The latest data of GNI per capita (measured in PPP) for ELSA Member countries as published in World Bank online data catalogue is available for years 2021 and 2022. The average increase of the indicator between these years is 12.04 %.

1.4 The Indexed Demarcation line amounts to 23,528.40 International dollars for the year 2024.

ANNEX 2. PARTICIPATION FEES (UPDATED AS PER JANUARY 2024)

1.1 The maximum participation fee for International Council Meetings, International Strategy Meeting and the ~~M~~maximum Pparticipation Ffee for S&C ~~E~~events (excluding Study Visits, Institutional Visits and ELSA Law Schools) shall be indexed with the inflation rate of the Euro, as stated by the European Central Bank (ECB), ~~the 1st of January annually in January and August.~~ The first indexation shall be calculated with the inflation rate of euro for the month of December. If by the 15th of January, the ECB has not published the inflation rate of euro for the month of December, the first indexation shall be calculated with the most recently published inflation rate of euro. The second indexation shall be calculated with the inflation rate of euro for the month of July. If by the 15th of August, the ECB has not published the inflation rate of euro for the month of July, the second indexation shall be calculated with the most recently published inflation rate of euro. The amount shall be rounded to the nearest natural number. The basis for indexation shall be the maximum participation fee as calculated the ~~year~~indexation before, up to two decimal points.

1.2 The maximum participation fees for the year 2023 were:

- a. International Council Meetings and International Strategy Meeting:
 - **Non-favoured countries: 50 €**
 - **Favoured countries: 44 €**

b. S&C events:

- **Non-favoured countries: 41 €**
- **Favoured countries: 35 €**

1.3 The latest inflation rate available on the 1st of January 2024 by the European Central Bank (ECB) from the ECB Statistical Data Warehouse during the month of November 2023 was calculated at 2.4% (<https://sdw.ecb.europa.eu/>).

1.4 Therefore, the new maximum participation fees for the calendar year 2024 will be as follows:

a. For International Council Meetings and International Strategy Meeting:

- **Non-favoured countries 51 €** ($50 + 2.4\% = 51.2 = 51$ rounded to the nearest natural number)
- **Favoured countries 45 €** ($44 + 2.4\% = 45.06 = 45$ rounded to the nearest natural number)

b. For S&C events:

- **Non-favoured countries 42 €** ($41 + 2.4\% = 41.98 = 42$ rounded to the nearest natural number)
- **Favoured countries 36 €** ($35 + 2.4\% = 35.84 = 36$ rounded to the nearest natural number)

Comments:

With the first change, the International Board of ELSA would like to achieve the utilisation of updates regarding fees at the same time.

When it comes to the changes regarding indexation, the reason is, firstly, having fair conditions for each organiser no matter in which period of the term they organise an event. This topic was discussed during the IV International Strategy Meeting Brno. One of the main issues with the current regulations of the indexation is that some of the organisers of the International Internal Meetings have to calculate with one-year-old data, which then makes the financial situation of the event significantly worse.

The second reason is the utilisation of regulations written under the Financial Management and Annex 2.

No. 24. International Council Meeting Decision Book amendment concerning the Part 4. Financial Management, Chapter 6. Event Fees

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

PART 4. FINANCIAL MANAGEMENT (FM)

CHAPTER 6. EVENT FEES

[...]

Article 3. Participation Fee for the International Internal Meetings

3.1. The maximum participation fee for International Internal Meetings shall be charged as provided in Annexes H1 and H2 to the Financial Management part of this International Council Meeting Decision Book.

3.2. The maximum participation fees for favoured and non-favoured countries shall be calculated and charged per person per night.

3.3. The participation fee shall include:

- a. The academic programme;
- b. Accommodation;
- c. Meals.

3.4. The maximum additional fees shall be:

- a. €60 for the gala ball or gala reception;
- b. €20 for the social programme;
- c. €30 for the transfer to and from the estimated point of arrival.

3.45. If any additional charges are imposed, they shall be disclosed to National Groups alongside with the application forms for the International Internal Meeting.

[...]

Comments:

As most of the events under Chapter 6. Event Fees has defined the additional fees; the International Board of ELSA also decided to proceed in the same direction regarding the Participation fee for the International Internal Meetings. With this Proposal, we would like to set up expectations for organisers and participants regarding the additional fees under the International Internal Meetings.

The amount was set up based on the needs of the past organisers of the International Internal Meetings.

No. 25. International Council Meeting Decision Book amendment concerning the Part 4. Financial Management, Chapter 6. Event Fees

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

PART 4. FINANCIAL MANAGEMENT (FM)

CHAPTER 6. EVENT FEES

[...]

Article 4. ELSA Traineeships Administrative Fee

4.1. National Groups participating in ELSA Traineeships and being part of at least one Cycle shall pay an administrative fee.

- a. Non-favoured countries:
 - i. €100 for having at least one traineeship provider during one of the Job Hunting periods or receiving at least one application for a traineeship while the ELSA Traineeships' Cycle is ongoing
- b. Favoured countries:
 - i. €50 for having at least one traineeship provider during one of the Job Hunting periods or receiving at least one application for a traineeship while the ELSA Traineeships' Cycle is ongoing

4.2. National Groups, which have at least 15 providers and/or have at least 80 applications for either Cycle or both Cycles in total, shall pay 10% less of the ELSA Traineeships Administrative Fee.

4.3. The International Board of ELSA shall communicate the payment procedure with the National Groups which participated in ELSA Traineeships after the end of the second Cycle.

Article 45. Participation Fee for International Conferences of ELSA

[...]

Article 56. Participation Fee for ELSA Law Schools

[...]

Article 67. ELSA Law Schools Administrative Fee

[...]

Comments:

Following the LXXXIV International Council Meeting discussion, the International Board of ELSA proposes Administrative Fees for ELSA Traineeships. ELSA Traineeships is, unfortunately,

currently an unsustainable project of ELSA. ELSA International pays for the whole platform. With this income from the ELSA Traineeships Administrative Fee, ELSA International should be able to cover most of the administrative expenses that ELSA Traineeships bring.

No. 26a. International Council Meeting Decision Book amendment concerning the Part 4. Financial Management, Chapter 6. Event Fees

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

PART 4. FINANCIAL MANAGEMENT (FM)

CHAPTER 6. EVENT FEES

Article 5. ELSA Law School Organisers Categories

5.1 The list of ELSA Law School Organisers Categories shall be based on the GDP per capita (measured in PPP) as available on the World Bank online data catalogue on the World Bank website.

5.2. An Organising Committee shall fall under:

- a. category 1 if the GDP per capita (measured in PPP) of that country is lower than 30,820.00 International dollars;
- b. category 2 if the GDP per capita (measured in PPP) of that country is equal to or higher than 30,820.00 and lower than 52,150.00 International dollars;
- c. category 3 if the GDP per capita (measured in PPP) of that country is equal to or higher than 52,150.00 and lower than 70,870.00 International dollars;
- d. category 4 if the GDP per capita (measured in PPP) of that country is equal to or higher than 70,870.00 International dollars;

5.3 The demarcation number referred to under Article 5.2 of this Chapter shall be reevaluated by ELSA International every third term.

5.4 The Treasurer of the International Board of ELSA shall:

- a. update and publish the list outlining which countries fall under which category (Annex 3 to the Financial Management part of this International Council Meeting Decision Book) based on the online data catalogue on the World Bank website on the 31st July of each year;
- b. send a notification about the updated Annex to the National Groups through relevant mailing lists on the 31st of July of each year.

Article 56. Participation Fees for ELSA Law Schools

56.1 The maximum participation fee for the ELSA Law Schools per participant shall be the following:

For the 1st category:

- a. Non-favoured countries:
 - i. €375 for the first seven days of the ELSA Law School;

- ii. €55 for each additional day of the official programme of the respective ELSA Law School;
- b. Favoured countries:
 - i. €335 for the first seven days of the ELSA Law School;
 - ii. €50 for each additional day of the official programme of the respective ELSA Law School.

For the 2nd category:

- a. Non-favoured countries:
 - i. €405 for the first seven days of the ELSA Law School;
 - ii. €60 for each additional day of the official programme of the respective ELSA Law School;
- b. Favoured countries:
 - i. €365 for the first seven days of the ELSA Law School;
 - ii. €50 for each additional day of the official programme of the respective ELSA Law School.

For the 3rd category:

- a. Non-favoured countries:
 - i. €435 for the first seven days of the ELSA Law School;
 - ii. €60 for each additional day of the official programme of the respective ELSA Law School;
- b. Favoured countries:
 - i. €395 for the first seven days of the ELSA Law School;
 - ii. €55 for each additional day of the official programme of the respective ELSA Law School.

For the 4th category:

- a. Non-favoured countries:
 - i. €465 for the first seven days of the ELSA Law School;
 - ii. €65 for each additional day of the official programme of the respective ELSA Law School;
- b. Favoured countries:
 - i. €425 for the first seven days of the ELSA Law School;
 - ii. €60 for each additional day of the official programme of the respective ELSA Law School.

6.2 The International Board of ELSA may decide upon a request to move an ELSA Law School to another category for the duration of the Cycle in which the ELSA Law School has been specified for, should the economic situation in the city that the ELSA Law School take place be deemed unstable to the point where it would render inaccurate the use of the GDP per capita (measured in PPP) of that country to assess its financial state. A statement explaining the factors taken into account of the decision shall be sent to National Groups no later than seven working days after the International Board of ELSA has made it. The request shall be submitted to ELSA International at the latest 28 days before the opening of the application period, as stated in the respective ELSA Law School Cycle Calendar.

[...]

56.54 The maximum additional fees shall be:

- a. for the gala ball or gala reception:
 - i. €50 for the 1st and 2nd category;
 - ii. €60 for the 3rd and 4th category;
- b. €30 for the transfer to and from the estimated point of arrival.

[...]

6.8 In the absence of unforeseen circumstances, the Participation Fees for each category shall be reevaluated by ELSA International every third term.

ANNEX 3. LIST OF ELSA LAW SCHOOLS CATEGORIES (UPDATED AS PER APRIL 2024)

1.1 The list of ELSA Law School Organisers Categories shall be based on the GDP per capita (measured in PPP) as available on the World Bank online data catalogue on the World Bank website.

1.2 An Organising Committee shall fall under:

- a. category 1 if the GDP per capita (measured in PPP) of that country is equal to or higher than 12,830.00 and equal of lower than 30,820.00 International dollars;
- b. category 2 if the GDP per capita (measured in PPP) of that country is equal to or higher than 30,820.00 and equal of lower than 52,150.00 International dollars;
- c. category 3 if the GDP per capita (measured in PPP) of that country is equal to or higher than 52,150.00 and equal of lower than 70,870.00 International dollars;
- d. category 4 if the GDP per capita (measured in PPP) of that country is equal to or higher than 70,870.00 International dollars;

1.3 The demarcation number referred to under Article 5.2 of this Chapter shall be reevaluated by ELSA International every third term.

1.4 ELSA National Groups

<u>Category 1</u>	<u>Category 2</u>	<u>Category 3</u>	<u>Category 4</u>
<u>Albania</u>	<u>Bulgaria</u>	<u>Austria</u>	<u>Denmark</u>
<u>Armenia</u>	<u>Croatia</u>	<u>Belgium</u>	<u>Ireland</u>
<u>Azerbaijan</u>	<u>Cyprus</u>	<u>Finland</u>	<u>Luxembourg</u>
<u>Belarus</u>	<u>Czech Republic</u>	<u>France</u>	<u>Norway</u>
<u>Bosnia</u> & <u>Estonia</u>	<u>Hungary</u>	<u>Germany</u>	<u>Switzerland</u>
<u>Herzegovina</u>	<u>Greece</u>	<u>Iceland</u>	<u>The Netherlands</u>
<u>Georgia</u>	<u>Latvia</u>	<u>Italy</u>	
<u>Montenegro</u>	<u>Lithuania</u>	<u>Malta</u>	
<u>North Macedonia</u>	<u>Poland</u>	<u>Sweden</u>	
<u>Republic of Moldova</u>	<u>Portugal</u>	<u>United Kingdom</u>	
<u>Serbia</u>			

UkraineRomaniaSlovak RepublicSloveniaSpainTürkiye**ANNEX 34. ELSA BRANDBOOK**

[...]

ANNEX 46. INITIATIVES IN THE CONTEXT OF THE INVASION OF UKRAINE

[...]

Comments:

ELSA Law Schools is a project that demands substantial financial resources and effort from Organising Committees. This year, extensive discussions have revolved around the sustainability of organising events within the current fee structure. Therefore, we collected data to ensure a well-informed decision-making process. Upon reviewing the data, we determined that the fee increase implemented during the LXXXI International Council Meeting, coupled with rising prices, wasn't enough to address the escalating costs.

Simultaneously, we've noticed interest from National and Local Groups in northern and western countries regarding hosting ELSA Law Schools. However, the existing fees do not offer sufficient security to incentivise their involvement in the project.

This situation prompted us to propose a model featuring varied fees across the network, reflecting the diverse costs associated with organising events in different countries. Beyond catering to the needs of current Organising Committees, this proposal opens the door for hesitant prospective Organisers to consider hosting ELSA Law Schools. With a more robust budget in place, first-time Organisers can navigate uncertainties more flexibly and embrace the challenge of hosting an ELSA Law School, even if some partnership proposals do not materialise as anticipated.

As only the maximum fees are raised, even Organisers of countries with higher maximum fees are encouraged to organise the event with lower fees if they can get sufficient external funding. While higher prices do not necessarily mean a lower amount of applications (the applicants also take into account the cities, social programme, academic program, the reputation of universities/partners involved, etc.), having a lower price could potentially attract even more applications.

Last but not least, we included a reevaluation clause to establish clear expectations for the Network and outline ELSA International's responsibilities in this regard.

No. 26b. International Council Meeting Decision Book amendment concerning Part 4. Financial Management, Chapter 6. Event Fees

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

PART 4. FINANCIAL MANAGEMENT (FM)

CHAPTER 6. EVENT FEES

[...]

Article 5. Participation Fee for ELSA Law Schools

5.1 The maximum participation fee for the ELSA Law Schools per participant shall be the following:

- a. Non-favoured countries:
 - i. ~~€375405~~ for the first seven days of the ELSA Law School;
 - ii. ~~€5560~~ for each additional day of the official programme of the respective ELSA Law School;
- b. Favoured countries:
 - i. ~~€335365~~ for the first seven days of the ELSA Law School;
 - ii. €50 for each additional day of the official programme of the respective ELSA Law School.

[...]

5.7 In the absence of unforeseen circumstances, the Participation Fees shall be reevaluated by ELSA International every third term.

Comments:

ELSA Law Schools is a project that demands substantial financial resources and effort from Organising Committees. This year, extensive discussions have revolved around the sustainability of organising events within the current fee structure. Therefore, we collected data to ensure a well-informed decision-making process. We reviewed the data and determined that the fee increase implemented during the LXXXI International Council Meeting and rising prices weren't enough to address the escalating costs. Therefore, we're suggesting the aforementioned increase. Last but not least, we included a reevaluation clause to establish clear expectations for the Network and outline ELSA International's responsibilities in this regard.

No. 27. International Council Meeting Decision Book amendment concerning the Part 4. Financial Management, Chapter 7. Reimbursements

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

CHAPTER 7. GRANT OF RELOCATION

Article 1. General

1.1. The mandate of the International Board of ELSA shall be non-remunerated.

1.2. A grant of relocation shall be provided to each member of the International Board of ELSA up to a total of €4550 for the term of their mandate, which shall be equally distributed over 13 months, starting from the month of July preceding their term in office. Should, for any reason, a member of the International Board of ELSA have a shorter time in office than the aforementioned 13 months, the grant of relocation shall be allocated pro rata.

1.3. The grant of relocation shall be approved by the members of the outgoing International Board of ELSA to the members of the incoming International Board of ELSA at the beginning of July preceding the term of the incoming Board. In case any member joins the International Board of ELSA subsequently, meaning after the grant of relocation has already been approved for the rest of their Board, the already elected or appointed members of the International Board shall approve the grant of relocation for this person prior to the date of this person's official entry into office.

CHAPTER 76. REIMBURSEMENTS

Article 1. General

~~1.1. Members of the International Board of ELSA shall be entitled to a general reimbursement of personal expenses incurred during the term up to the total amount of € 4200.~~

- ~~a. Expenses covered by the general reimbursement may include but are not limited to food, public transport, communications, business attire, and network events not covered by art. 1.3 of this chapter.~~
- ~~b. If a member of the International Board of ELSA is appointed during the term or resigns, the limit shall be decreased by € 350 per month for which they are not holding a position in the International Board of ELSA.~~
- ~~c. The expenses reimbursed at any point in time shall not exceed in total € 350 for every month in which they have held a position in the International Board of ELSA.~~

~~1.2. Members of the incoming International Board of ELSA shall be entitled to general reimbursement of personal expenses for the month of Transition of the International Board of ELSA up to the amount of € 350.~~

- ~~a. Expenses covered by the general reimbursement may include but are not limited to food, public transport, communications, business attire, and network events not covered by art. 1.3 of this chapter.~~

~~1.13 Members of the International Board of ELSA may also be specifically reimbursed for necessary expenses made for ELSA or its projects. Such reimbursements shall not fall under the scope of the general reimbursement of personal expenses as set out in art. 1.1 of this chapter.~~

- ~~a. Expenses covered by specific reimbursements are expenses related to projects that fall under the responsibility of the member of the International Board of ELSA, or items covered by the General Budget of the Association.~~

~~1.24 Specific reimbursements may also be paid to any other person or organisation that the International Board of ELSA has authorised to make the expense authorised to incur the expense on behalf of ELSA.~~

~~1.35. The International Board of ELSA shall maintain guidelines to ensure the equality and transparency of all reimbursements.~~

~~1.6 The general reimbursements of each member of the International Board of ELSA shall be covered by:~~

- ~~a. ELSA projects for the members of the International Board of ELSA involved in the organisation of the project;~~
~~b. the General Budget for those members of the International Board of ELSA whose area budget does not provide enough to cover it or do not have their own area budget.~~

CHAPTER 89. FINANCIAL MANAGEMENT OF ELSA

[...]

CHAPTER 910. THE ELSA DEVELOPMENT FOUNDATION

[...]

CHAPTER 101. GRANTS

[...]

CHAPTER 112. FINANCIAL STRATEGY

[...]

CHAPTER 123. THE FINANCIAL STRATEGY OF ELSA 2022-2025

[...]

- ~~a. —~~

Comment:

During the 83rd International Council Meeting Malta, the International Board of ELSA's allowance-based system was changed to a system of reimbursements. This change was based on the fact that volunteers can get only a maximum amount of money per year in the form of

“allowances”, which maximum amount was less than the amount given in the form of allowances to the the International Board of ELSA in reality. The system was also changed for “reimbursements”, as the allowances previously provided would not be able to qualify as an employee salary either, as they would not meet the threshold of the minimum wage in Belgium.

As ELSA International is currently not in a financial situation where we can afford to pay more, the employee salary remuneration system remains unsuitable for us. This problem could be fixed by the current reimbursement-based regulations, which state that each Board member has the right to be reimbursed for personal expenses up to a total of €350 per month. However, this system is not sustainable as it creates many administrative issues, so the International Board of ELSA 2023/2024 tried to find a different solution. The current best option is for the International Board of ELSA to neither get any remuneration, nor have the right to be reimbursed for personal expenses. However, a relocation grant will be provided for them, up to a total of €350 for every month of their term in office and €350 for the month of July preceding their term in office.

How it will work: Each member of the International Board of ELSA will get €350 per month for the months of their term in office and a total of €350 for the month of July preceding their term in office. This amount for the incoming International Board of ELSA will be approved by a Board decision of the outgoing International Board of ELSA during the first week of July preceding the term of the incoming Board (the reason behind this procedure is not to create a conflict of interest where the International Board of ELSA would be approving a grant for themselves). Voluntary agreements will no longer be signed by the members of the International Board of ELSA.

No. 28. International Council Meeting Decision Book amendment concerning the Part 4. Financial Management, Chapter 9. ELSA Development Foundation

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

PART 4. FINANCIAL MANAGEMENT (FM)

CHAPTER 9. THE ELSA DEVELOPMENT FOUNDATION

[...]

Article 2. Financing of the Foundation

2.1. Source of the Foundation

- a. The Members of ELSA shall pay a yearly contribution to the EDF comprised of the following:
 - i. 6% of all money fundraised in one financial year as a general sponsorship from external relations that are classified as international;
 - ii. 2.5% of all money fundraised in one financial year as a general sponsorship from external relations that are classified as national;
 - iii. the Members shall pay a minimum of EUR 100,00 and a maximum of 3.000,00 per financial year;
 - iv. the Observers of ELSA shall not be obligated to pay a contribution to the EDF.
- b. The Board of Directors of EDF may also accept donations to the EDF from other individuals, groups or associations which are aimed at furthering the purposes of the Foundation and the Association in general.
- c. Commercial activities.

2.2. General sponsorship shall include the income of the Member from non-project partnerships and non-project sponsorships as gathered in the immediate previous financial year expressed in euro.

2.3. National Groups have the right to request a calculation sheet for their EDF Contribution from the Treasurer of the International Board of ELSA.

Article 23. The ELSA Development Foundation Report

[...]

Article 34. Integration

[...]

Comments:

This proposal reflects the current procedure when it comes to financing the ELSA Development Foundation. This system is already regulated under ELSA Development Foundation Standing

Orders. However, as the ELSA Development Foundation is also regulated under the International Council Meeting Decision Book of ELSA, we see a necessity to include the regulation about EDF Contribution to Chapter 9. The only two additions are defining what the general sponsors mean to bring more clarity and making clear that National group can request the calculation sheet as it is with the Membership fee.

No. 29. International Council Meeting Decision Book amendment concerning the Annex 2. Participation Fees

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

ANNEX 2. PARTICIPATION FEES (UPDATED AS PER JANUARY 2024)

1.1 The participation fee for International Council Meetings, International Strategy Meeting and the Maximum Participation Fee for S&C Events (excluding Study Visits, Institutional Visits and ELSA Law Schools) 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.

1.2 The maximum participation fees for the year 2023 were:

- a. International Council Meetings and International Strategy Meeting:
 - **Non-favoured countries: 50 €**
 - **Favoured countries: 44 €**
- b. S&C events:
 - **Non-favoured countries: 41 €**
 - **Favoured countries: 35 €**

1.3 The latest inflation rate available on the 1st of January 2024 by the European Central Bank (ECB) from the ECB Statistical Data Warehouse during the month of November 2023 was calculated at 2.4% (<https://sdw.ecb.europa.eu/>).

1.4 Therefore, the new maximum participation fees for the calendar year 2024 will be as follows:

- a. For International Council Meetings and International Strategy Meeting:
 - ~~Non-favoured countries 51 € (50 + 2.4% = 51.2 = 51 rounded to the nearest natural number)~~
 - ~~Favoured countries 45 € (44 + 2.4% = 45.06 = 45 rounded to the nearest natural number)~~
 - **Non-favoured countries 55 €**
 - **Favoured countries 49 €**
- b. For S&C events:
 - **Non-favoured countries 42 € (41 + 2.4% = 41.98 = 42 rounded to the nearest natural number)**
 - **Favoured countries 36 € (35 + 2.4% = 35.84 = 36 rounded to the nearest natural number)**

Comments:

After evaluating Event Fees in ELSA, the International Board of ELSA concluded that current maximum participation fees don't reflect the financial needs of the Organising groups.

When it comes to the organisation of International Internal Meetings, the International Board sees that with the current maximum participation fee, it's difficult to find hosts of these events as only a limited amount of National Groups can fit within the current maximum participation fee or handle the loss when organising its events. As the finances of the past International Internal Meetings are ending in significant loss, we propose to slightly increase this maximum participation fee to minimise the loss of Organising Groups in the future but still try to stay accessible.

In summary, the decision to increase the participation fee reflects the International Board of ELSA commitment to finding and supporting Organising groups, while simultaneously addressing concerns about accessibility by implementing measures to accommodate a wide range of participants.

No 30. International Council Meeting Decision Book amendment concerning the Part 5. Marketing, Chapter 4. Synergy

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

PART 5. MARKETING (MKT)**CHAPTER 4. SYNERGY****1. General**

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

1.2 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.

1.3 The ELSA Law Review Blog, which contains academic articles, is also published through the Synergy Platform. The Vice President in charge of Academic Activities of the International Board of ELSA is the editor-in-chief of the ELSA Law Review Blog.

1.34 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 International Board of ELSA is introducing this proposal of merging the ELR Blog with Synergy, in order to give both platforms more visibility and accessibility, as well as to create a unified platform that includes all types of subjects (from academic articles to events around the Network). We are still keeping the responsibilities separately, since legal writing falls under the area of Academic Activities, while Synergy is under Marketing.

No 31. International Council Meeting Decision Book amendment concerning the Annex 3. Brand Book, Annual Human Rights Campaign Brand

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

ANNEX 3. ELSA BRAND BOOK

The brand of the Annual Human Rights Campaign to be added between pages 26 and 27 as the following:



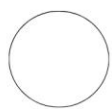
FONT

Lato (all weights)

COLOURS



RGB: 0 0 0
CMYK: 0 0 0 100
HEX: #000000



RGB: 255 255 255
CMYK: 0 0 0 0
HEX: #ffffff



RGB: 168 210 242
CMYK: 31 13 0 5
HEX: #a8d2f2



RGB: 253 76 82
CMYK: 0 70 68 1
HEX: #fd4c52



RGB: 245 179 175
CMYK: 0 27 29 4
HEX: #f5b3af



RGB: 185 90 183
CMYK: 0 51 1 27
HEX: #b95ab7

KEY SELLING POINTS

1. Human Rights
2. New topic each year
3. Feeling connected to the ELSA Network

ELEMENTS

1. Gradient and wavy elements
2. Images associated with Human Rights and AHRC Topic

TIMELINE

1. Launch - October
2. General promotion - Throughout the year

Comments:

The Annual Human Rights Campaign is a project that is widely organised all over the Network. Considering the amount of marketing materials that need to be created and the usage of the marketing kit within the Network, it is crucial to make this brand a part of the Brand Book to protect it more effectively.

No 32. International Council Meeting Decision Book amendment concerning Annex 3. ELSA Brand Book, Summer ELSA Law Schools Brand

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

ANNEX 3. ELSA BRAND BOOK

The logo of the Summer ELSA Law Schools is to be changed and replaced by the following design:



#ELSA Law Schools
#SummerELSA Law Schools
#SELS

Comments:

According to the Brand Book, the font of the Summer ELSA Law Schools Brand shall be Lato. However, the current SELS Logo font is Marling, which has been struck out from the SELS Brand after the LXXXIII International Council Meeting. Taking into account that WELS is already using Lato as its logo font, and that Marling hasn't been used anywhere but the SELS Logo, we propose to replace Marling with Lato. We believe that Logo uniformity will boost the project's image even further.

No. 33. International Council Meeting Decision Book amendment concerning the Part 6. Academic Activities, Chapter 6, Annual Human Rights Campaign

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

PART 6. ACADEMIC ACTIVITIES (AA)

CHAPTER 6. ANNUAL HUMAN RIGHTS CAMPAIGN

[...]

Article 2. Measurement and Competition

2.1 To measure the impact of the Annual Human Rights Campaign effectively, it shall include the Annual Human Rights Campaign Competition, where National Groups can compete with their National initiatives.

2.2 The Competition shall include a Specification Form and Evaluation Form. The Competition shall score National initiatives according to information that is provided through these Forms and shall in any case consider the events organised by National Groups and Local Groups from the ~~ELSA Day~~ 1st of October until two weeks before the start of the second regular International Council Meeting.

2.3 The winner of the Competition shall be announced during the second regular International Council Meeting of the term.

Article 3. Coordination

3.21 ELSA International shall coordinate the Annual Human Rights Campaign by:

- a. launching a call for Annual Human Rights Campaign topics no later than four weeks before the opening of the second regular International Council Meeting of the term;
- b. creating and sharing an Annual Human Rights Campaign Outline for the respective edition, ~~no later than the 1st of September~~. This Outline should include an explanation of the topic, the criteria of the Competition and a timeline of the Campaign;
- c. creating and sharing Supporting Materials for the Annual Human Rights Campaign every four months, starting from the 1st of September. The materials should include the international days of each month as well as important dates that are affiliated with the chosen topic of the Campaign;
- d. ~~appointing one coordinator per National Group responsible for the coordination of the Annual Human Rights Campaign in the respective Group;~~ launching a call for National Coordinators of the Annual Human Rights Campaign;

-
- e. sharing the Specification Form no later than the 1st of October and sharing the Evaluation Form no later than the 28th of February of the following year;
 - f. coordinating the Annual Human Rights Campaign Competition;
 - g. providing necessary information and other assistance to National and Local Groups.

3.32 National Groups shall:

- a. appoint an Officer dedicated to the coordination of the Annual Human Rights Campaign within the National Group;
- b. ensure that Local Groups organise events within the Annual Human Rights Campaign; ~~and that they submit the Specification Form and Evaluation Form;~~
- c. submit the Specification Form before an event takes place and the Evaluation Form after an event has been organised by the National Group, or any of its Local Groups, to ELSA International.

Comment:

The International Board of ELSA is introducing this proposal after this term's review of the AHRC and its function. The deadline for the AA officer to publish the outline and the supporting materials by the first of September ensures that the Network will have the necessary information and support early in the year, and thus be able to organise events earlier than the ELSA Day. Furthermore, the 1st of October, one month after the first deadline, is a feasible start date for the internal competition of the AHRC. Finally, we decided to strike out the responsibility of Local Groups to fill out the Specification and Evaluation Form, since it should be done by the National Coordinator.

No. 34. International Council Meeting Decision Book amendment concerning the Part 6. Academic Activities, Chapter 3, Legal Writing

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

PART 6. ACADEMIC ACTIVITIES (AA)

CHAPTER 3. LEGAL WRITING

[...]

Article 3. ELSA Law Review

3.1 The ELSA Law Review is a Flagship Project of ELSA and constitutes the Law Review of ELSA. It shall publish original peer-reviewed submissions, the publication of which shall further the vision, purpose and means of ELSA.

3.2 The ELSA Law Review shall be managed by the Editorial Board. The Editorial Board shall consist of the Vice President in charge of Academic Activities of the International Board of ELSA ~~and a minimum of three other members, the Director for Publications and at least two Academic Editors.~~ The Editorial Board shall create and annually update the Authors' Guidelines.

3.3 The ELSA Law Review shall be peer-reviewed by the Academic Board for the purpose of ensuring its academic quality and credibility. The Academic Board shall be appointed by the International Board of ELSA and consist of individuals with the requisite expertise to conduct a credible, high quality peer-review.

3.4 The ELSA Law Review shall be revised and published with an ISSN, either online or physically by a professional publisher, to ensure a high-quality standard.

3.5 The primary topic of the ELSA Law Review shall be human rights law. Each issue of the ELSA Law Review may have additional topics selected by the Editorial Board.

- 3.6 The ELSA Law Review shall be published in accordance with the Publication Cycle:
- a. A volume of the ELSA Law Review shall be published each term. ~~span the calendar year and shall consist of two issues.~~
 - b. The call for submissions ~~for the first issue shall open no later than the 1st of September and close no later than the 1st of December. no later than the opening of the first International Council Meeting of the term of the year preceding its publication.~~
 - e. ~~The call for submissions for the second issue shall open no later than the opening of the second International Council Meeting of the term of the year of its publication.~~

Comments:

In order to ensure the quality of the ELSA Law Review even under difficult circumstances with the publication, we propose the following changes in order to maintain the prestige of the project as well as set realistic standards for the following VP AA's of the International Board. Without

altering majorly the essence of the Law Review, we believe that by publishing only one issue per year, and by it being able to be available online, sets a more realistic standard for the years to come.

No. 35. International Council Meeting Decision Book amendment concerning the Part 8. Professional Development, Chapter 2. ELSA Traineeships

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

PART 8. PROFESSIONAL DEVELOPMENT (PD)

CHAPTER 2. ELSA TRAINEESHIPS

[...]

Article 4. Quality Standards

4.1 Quality standards of ELSA Traineeships relating to Traineeships shall be published and revised annually by ELSA International and include at least the following:

- a. Traineeships may be offered in any law-related and non-political area;
- b. Traineeships shall last at least 10 working days;
- c. Traineeships available for undergraduate Applicants shall require at most two advanced legal skills and three general legal skills, unless a valid reason exists (e.g. the offered rate of remuneration, high reputation of the Traineeship Provider) at the discretion of ELSA International;
- d. Traineeships shall provide remuneration in monetary and/or non-monetary form in the amount covering at least half of the general costs of living in the respective country for the duration of the traineeship. Remuneration shall be provided by the Traineeship Provider and/or the hosting National Group, and/or ELSA International;
 - i. General cost of living ~~should~~shall be calculated to include accommodation, rent, meals, and travel costs from the accommodation to the Traineeship location.
 - ii. ELSA International shall create and maintain a database of the provision of the cost of living with and without rent. ELSA International shall request National Groups to update the information on this database on each State of the Network Inquiry. The National Groups shall provide ELSA International with the necessary and accurate information to update the database.
- e. Traineeships may be unpaid at the discretion of ELSA International if:
 - i. The Traineeship Provider mainly employs volunteers;
 - ii. Providing remuneration to Trainees is prohibited by law; or
 - iii. The benefit to ELSA outweighs the lack of remuneration.

[...]

Comments:

The Proposal follows the discussion of the ICM Tbilisi and introduces the obligation of the minimum remuneration of the traineeships based on half the cost of living, recognised as a more achievable goal. To keep track of the cost of living and assist National and Local Groups in

calculating the minimum remuneration, the Proposal introduces the creation of a database by ELSA International and sets the procedure for updating the said database, ensuring its accuracy.

No. 36. International Council Meeting Decision Book amendment concerning Part 9. Seminars and Conferences, Chapter 3. ELSA Law Schools

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

PART 9. SEMINARS AND CONFERENCES (S&C)

CHAPTER 3. ELSA LAW SCHOOLS

[...]

Article 4. Responsibilities

4.1 ELSA International shall:

- a. coordinate and control the quality of ELSA Law Schools;
- b. during the specification period, send the ELSA Law Schools Specification Form and the respective ELSA Law Schools Calendar by:
 - i. ~~31st~~21st of July for the Winter ELSA Law Schools Cycle; and
 - ii. ~~15th~~31st of ~~November~~October for the Summer ELSA Law Schools Cycle;
- c. end the specification period by:
 - i. 15th of August for the Winter ELSA Law Schools Cycle; and
 - ii. ~~15th~~30th of ~~December~~November for the Summer ELSA Law Schools Cycle;

[...]

Comments:

Feedback from the recently concluded WELS Cycle suggests that releasing the WELS Cycle Calendar on July 31st did not allow Officers to incorporate it into their transition process. To address this issue, we propose moving the deadline to July 21st, providing ample time for ELSA International to prepare the Calendar and allowing Officers a minimum of ten days to incorporate it into their transition plans.

Regarding the SELS deadlines, we suggest reverting to the previous deadlines to enable the ELSA Law Schools Team to establish contact with Organisers before December 15th, before the Winter Holidays break.

No. 37. International Council Meeting Decision Book amendment concerning Part 9. Seminars and Conferences, Chapter 3. ELSA Law Schools

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

PART 9. SEMINARS AND CONFERENCES (S&C)**CHAPTER 3. ELSA LAW SCHOOLS**

[...]

Article 4. Responsibilities

4.1 ELSA International shall:

[...]

f. for the Summer Cycle, during the selection period, add ELSA Law Schools to the additional application period upon request submitted by the Organising Committee of an ELSA Law School. ELSA International may reject this request if, by being added in the additional application period, the Organising Committee aims to fill empty spots that represent less than 10% of the spots that the Organising Committee specified as the tentative number of participants in the relevant Specification Form.

[...]

Comments:

The Additional Application Period provides Organising Committees with another chance to fill vacant spots for their ELSA Law Schools if they previously lacked sufficient applications. However, in recent years, we've noticed that Committees with ample applications sometimes opt to participate in this period to fill only a few remaining spots, which may overshadow those needing extra visibility. This Proposal prioritises directing attention during the Additional Application Period towards ELSA Law Schools that genuinely require additional applications.

No. 38. International Council Meeting Decision Book amendment concerning Part 9. Seminars and Conferences, Chapter 4. International Conferences of ELSA

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

PART 9. SEMINARS AND CONFERENCES (S&C)

CHAPTER 4. INTERNATIONAL CONFERENCES OF ELSA

[...]

Article 3. Responsibilities

3.1 ELSA International shall:

- a. ~~Co~~ordinate and control the quality of International Conferences of ELSA;
- b. ~~Co~~llect and compile the information submitted by Organising Committees of International Conferences of ELSA on the International Conferences of ELSA website;
~~and~~
- c. ~~publish them therein~~ publish them in the International Conference of ELSA at least one week before the date indicated in the ~~relevant Event~~ International Conference of ELSA Specification Form as the beginning of the application period for the relevant event;
- ~~ed.~~ Provide support to the Organising Committees of International Conferences of ELSA through a coaching system;
- ~~de.~~ Provide joint promotion of International Conferences of ELSA;
- ef. ~~Co~~create, annually revise, and, if necessary, update tools facilitating the organisational process of International Conferences of ELSA.

[...]

Comment:

Some minor adjustments have been implemented to distinguish between the data collection process from Organising Committees and the subsequent action of publishing it on the website. This refinement distinguishes this article from others and enhances clarity regarding the procedural steps involved.

No. 39. International Council Meeting Decision Book amendment concerning Part 9. Seminars and Conferences, Chapter 6. ELSA Webinars Academy

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

PART 9. SEMINARS AND CONFERENCES (S&C)**CHAPTER 6. ELSA WEBINARS ACADEMY**

[...]

Article 2. Requirements of ELSA Webinars Academy

2.1. ELSA Webinars Academies shall:

[...]

d. be specified through the ELSA Webinars Specification Form at the latest three weeks before the date indicated as the beginning of the application period for the event in the Specification Form;

de. be promoted using the ELSA Webinars Academy Marketing Kit.

[...]

Comments:

Currently, Organising Committees use the ELSA Webinars Specification Form to request their addition to the ELSA Webinars website (webinars.elsa.org), yet there is currently no established deadline for this submission. Implementing a deadline for Organising Committees can benefit both parties involved, enabling clear expectations regarding when the event must be specified and enhancing the website creation process.

No. 40. International Council Meeting Decision Book amendment concerning Part 9. Seminars and Conferences, Chapter 6. ELSA Webinars Academy

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

PART 9. SEMINARS AND CONFERENCES (S&C)**CHAPTER 6. ELSA WEBINARS ACADEMY**

[...]

Article 3. Responsibilities

3.1 ELSA International shall:

[...]

c. ~~publish the ELSA Webinars Academy~~ ~~ies~~ ~~at least three weeks~~ ~~one week~~ before the ~~starting date~~ indicated in the ~~relevant ELSA~~ Webinars Specification Form as the beginning of the application period for the relevant event;

[...]

Comments:

Publishing an ELSA Webinars Academy on the ELSA Webinars website (webinars.elsa.org) is one of the project's main promotion practices. Setting the publication three weeks before the event, regardless of its promotion period, is problematic since it might mean starting the application period too close to the event, which wouldn't leave enough time for promotion. Otherwise, it would mean that the ELSA Webinars Academy is published during or after its promotion period, losing the benefits of being available on the website earlier.

No. 41. International Council Meeting Decision Book amendment concerning Part 9. Seminars and Conferences, Chapter 7. Other Seminars and Conferences Events

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

PART 9. SEMINARS AND CONFERENCES (S&C)**CHAPTER 7. OTHER SEMINARS AND CONFERENCES EVENTS**

[...]

Article 5. Study Visits

[...]

5.4 Study Visits shall comprise of an academic, social and cultural programme. The academic programme shall have an average duration of a minimum of three hours per day. The days are calculated excluding either the day of arrival or the day of departure;

[...]

Comments:

Study Visits are initiatives designed to foster academic, social, and cultural exchange among National/Local Groups within the Network. The minimum duration of their academic programme has been set to ensure that the Study Visit will have an academic outcome for its Participants. Nonetheless, over time, meeting the average daily duration has proven challenging due to travel constraints. To help visiting and hosting groups across the Network better manage their expectations, we propose adopting a calculation similar to that used in other projects involving travel, such as ELSA Law Schools.

No. 42. International Council Meeting Decision Book amendment concerning Part 9. Seminars and Conferences, Chapter 7. Other Seminars and Conferences Events

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

PART 9. SEMINARS AND CONFERENCES (S&C)

CHAPTER 7. OTHER SEMINARS AND CONFERENCES EVENTS

[...]

Article 5. Study Visits

[...]

5.5 ELSA International shall:

~~a. Collect and compile at least once a year information about Local Groups submitted by National Groups for the Study Visits Portal and make the Study Visit Portal available to National and Local Groups via an online platform. The Study Visits Portal shall contain at least a short description of the history and location of a Local Group, information about previous Study Visits held by the Local Group the surroundings and climate, whether the Local Group has the intention to participate in a Study Visit during the current term preferred periods for a Study Visit, and contact information of the Local Group.~~

5.6 National Groups shall:

~~b. Provide information for the compilation of the Study Visits Portal to ELSA International at least once a year according to the instructions provided by ELSA International.~~

5.5 Twice per year, ELSA International shall:

a. release the Study Visits Specification Form;
b. update the Study Visits Portal with the information collected from the Study Visits Specification Form.

5.6 Twice per year, National Groups shall:

a. distribute information to the Local Groups about the opening of the Study Visits Specification Form as received by ELSA International;
b. provide ELSA International with the necessary information for the Study Visits Portal by filling out the Study Visits Specification Form on behalf of their Local Groups.

Comments:

This Proposal aims to clarify the responsibilities of both ELSA International and National Groups in updating and utilising the Study Visits Portal while keeping the spirit of the previous provision.

NATIONAL GROUPS PROPOSALS

No. 43. International Council Meeting Decision Book amendment concerning the Part 4. Financial Management, Chapter 5. Fees

ELSA Switzerland is proposing the following to the International Council:

PART 4. FINANCIAL MANAGEMENT (FM)

CHAPTER 5. FEES

Article 1. Membership Fee

1.1. The Membership Fee (MF) shall be calculated by multiplying the Annual General Income (AGI) of a National Group with a percentage of 8% (P), ~~a defined constant (C) with a coefficient (X)~~. ~~The coefficient (X) shall be determined by the Annual General Income (AGI) of the National Group.~~

1.2. The Annual General Income shall be defined as the general income of the National Group as gathered in the immediate previous financial year expressed in euro. It shall include the membership fee from Local Groups, non-project partnerships, unrestricted grants, donations and marketing revenues as stated in the immediate last State of the Network Inquiry.

1.3. ~~The constant (C) shall be set at 500.~~

1.4. ~~The coefficient (X) shall be determined based on the following chart:~~

~~If $AGI < 1000$, $X = 0,2$~~

~~If $1000 \leq AGI < 5000$, $X = 0,5$~~

~~If $5000 < AGI < 10000$, $X = 1$~~

~~If $10000 \leq AGI < 20000$, $X = 2$~~

~~If $20000 \leq AGI < 30000$, $X = 4$~~

~~If $30000 \leq AGI < 50000$, $X = 5$~~

~~If $50000 \leq AGI < 70000$, $X = 8$~~

~~If $70000 < AGI$, $X = 10$~~

1.35. The Membership Fee for a National Group is calculated in the following way:
 $MF = \underline{AGI} * P * \underline{C} * \underline{X}$.

1.4. The Membership Fee shall be at least EUR 100 and at most EUR 5,000.

1.56. National Groups obtaining Membership of ELSA at the second International Council Meeting of the term shall be included in the Membership Fee calculations for the following year and invoice with the rest of the Members of ELSA. A National Group obtaining Membership of

ELSA at the first International Council Meeting of the term shall not pay the Membership Fee for the year in which it becomes a member.

1.6.7. ELSA International shall collect information about the Annual General Income of National Groups through the State of the Network Inquiry. In case of unclarity, the interpretation of what should be comprised in the Annual General Income is left to the International Board of ELSA.

1.7.8. If the Annual General Income is not submitted in Euro and needs to be converted, the exchange rate used shall be the one prevalent on the last day of the previous financial quarter.

1.8.9. Non-communication of the Annual General Income or falsification of the data, intentional or not, shall automatically raise the coefficient (X) of the offender to the next threshold.

1.9.10. National Groups have the right to request a calculation sheet for their Membership Fee from the Treasurer of ELSA International.

[...]

Comments:

Our Proposal aims to make the method of calculating the Membership Fee that the National Groups have to pay to ELSA International more proportionate, equal and fair.

We are proposing this change because the current method of calculation entails the following issues: First and foremost, the current method, which is based on a level system, does not treat the National Groups equally in relation to their respective income. Within one Membership Fee level, some National Groups with almost twice as much income as other National Groups pay exactly the same Membership Fee to ELSA International. Therefore, the current system does not result in an equal financial burden for all National Groups. In fact, the Membership Fee currently **varies between 4% and 20% of the average income of each level**. Furthermore, the current method can set undesired incentives. For National Groups with an income that is close to the next level, the acquisition of new sponsors/partners or the generation of other income may result in them exceeding the threshold for the higher Membership Fee level and thus having to pay a Membership Fee that is twice as high. Hence, from a financial point of view, it might make more sense not to attract a new sponsor or partner, as the money received would simply be spent on the increased Membership Fee.

Therefore, our proposed amendment seeks to rectify the current imbalance by implementing a proportional method of calculation that ensures fairness, imposes an equal financial burden on all National Groups and does not set any undesired incentives.

Example:

National Group A has an Annual General Income of EUR 10,100. National Group B has an Annual General Income of EUR 19,995. National Group C has an Annual General Income of EUR 20,100.

With the current method of calculation,
→ Group A pays a Membership fee of EUR 1,000;

-
- Group B pays a Membership fee of EUR 1,000;
 - Group C pays a Membership fee of EUR 2,000.

This means that under the current system, Group B pays the same Membership Fee as Group A, even though its income is almost twice as high. On the other hand, Group C pays a Membership Fee twice as high as Group B, although its income is only 105 EUR higher than the income of Group B.

With our proposed method of calculation,

- Group A pays a Membership fee of EUR 808;
- Group B pays a Membership fee of EUR 1,599.6;
- Group C pays a Membership fee of EUR 1,608.

Under the current method of calculation, ELSA International receives EUR 4,000 in total from all three Groups, whereas under our proposed proportional method of calculation, ELSA International receives EUR 4,015.60. Hence, the amounts received are in the same order of magnitude.

It is important to emphasize that the new method of calculation does not endanger the financial stability of ELSA International. We are prepared to provide and discuss all the data that enabled us to determine the optimal percentage for an equal taxation of the National Groups that ensures the financial stability of ELSA International.

No. 44. International Council Meeting Decision Book amendment concerning the Part 7. Competitions, Chapter 3. Academic Competitions

ELSA the Netherlands, ELSA Germany and ELSA Croatia are proposing the following to the International Council:

PART 7. COMPETITIONS (C)

CHAPTER 3. ACADEMIC COMPETITIONS

[...]

Article 2. ELSA Negotiation Competition

[...]

2.2 The competition consists of ~~a minimum of two rounds: T~~ the National Rounds ~~and the European Final Round~~. National and Local Groups may organise local qualification rounds.

[...]

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);
- d. Provide joint promotion of the ELSA Negotiation Competition. All applications received by the International Board of ELSA within the deadline must be submitted to the Network via the mailing lists. ~~From those groups applying to the International Board of ELSA to host the event, the International Board of ELSA must select one group to be entrusted with the organisation and justify this selection via the mailing lists;~~
- e. ~~Find an organiser for the European Final Round of the Negotiation Competition;~~
- f. ~~e.~~ Provide support to the Organisers of the National Rounds through a coaching system.

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. 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;
- d. 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, starting from the 1st of January 2025, in cooperation with a host organiser;~~
- b. ~~Until the launch of the European Final Round, ELSA International shall:~~
 - i. ~~Provide support to all National Groups organising a National Round of the ELSA Negotiation Competition via coaching, providing necessary materials and ensuring the quality standards in accordance with the Articles 2.3, 2.4, 2.5 and 2.6;~~
 - ii. ~~Ensure the financial sustainability of the European Final Round by establishing partnerships and external support;~~
 - iii. ~~Define an Academic Board consisting of experts in the field of legal negotiation and academic development, who shall assist ELSA International in the organisation and coordination of the ELSA Negotiation Competition;~~
 - iv. ~~Develop a sustainable timeline for the Competition that will allow the Vice President in charge of Competitions to allocate time for the Helga Pedersen Moot Court Competition and the John H. Jackson Moot Court Competition;~~
 - v. ~~Restructure the ELSA International Team that will assist the Vice President in charge of Competitions with the development and organisation of the ELSA Negotiation Competition and the European Final Round;~~
 - vi. ~~Create necessary materials including rules, guidelines, cases for the European Final Round.~~
- e. ~~Until the launch of the European Final Round, National Groups shall:~~
 - i. ~~Gradually adapt their Negotiation Competitions in order to comply with the quality standards enshrined in Articles 2.3, 2.4, 2.5 and 2.6;~~
 - ii. ~~Ensure the annual and continuous organisation of National Rounds of the ELSA Negotiation Competition;~~
 - iii. ~~Develop tools in order to assist teams to participate in the European Final Round;~~
 - iv. ~~Within the year prior to the European Final Round, ensure the organisation of at least 10 National Rounds of the ELSA Negotiation Competition, compliant with the quality standards enshrined in Articles 2.3, 2.4, 2.5 and 2.6.~~

Comment:

Organising the European Final Round (EFR) of the ELSA Negotiation Competition (ENC) has been a wish of the Network since the 68th International Council Meeting of ELSA (ICM) in Batumi, Georgia, in 2015. After having been postponed several times and even after a proposal stemming from the International Board of ELSA (IB) during the 79th ICM online, in 2021, to withdraw all regulations concerning an EFR from the Decision Book, the first EFR is currently set to take place in 2025. With this proposal, ELSA the Netherlands, ELSA Germany and ELSA Croatia aim to encourage fruitful, well-informed and critical discussions on the feasibility of the EFR.

There are an abundance of problems arising from the organisation of an EFR that render its execution impossible as a whole, and undoubtedly so for the 2024/2025 term. Such issues pertain primarily to the timeline, consequences of the board reform, lack of human resources, lack of adherence to quality standards, the absence of any sufficient preparation undertaken so far and therefore also the likelihood of violating the Decision Book. These points are further outlined below.

First and foremost, there is no timeline in which it would be possible to adequately prepare for the EFR, let alone to host the event. In the following non-exhaustive list, the timeline of the Vice President (VP) in charge of Competitions of the IB is outlined to underline the lack of time needed to organise the EFR:

- As **July** is transition month for the old and new IBs, no meaningful preparations would be possible during this period;
- **August** is focused towards acclimating to the new position, conducting introductions to the Network and all relevant contacts, partners and sponsors, applying for grants (typically necessitating weeks if not months of work) and preparing for the International Training Meeting;
- In **September**, the Helga Pedersen Moot Court Competition (HPMCC) and John H. Jackson Moot Court Competition (JHJMCC) launch, a new ELSA International Team (EIT) has to be found per September and properly trained, and the competition materials need to be improved;
- **October** and **November** consist of the closing of registrations, of allocating teams to the Regional Rounds, of invoicing teams and checking their eligibility, of ensuring constant and beneficial contact with the Regional Round Organisers and preparing for the ICM;
- **December** determines the final number of teams, preparing and hosting the EIT Weekend and Winter Cocktail, and holidays;
- From **late January until late April**, the VP Competitions is incredibly busy with preparing for and attending a total of nine Regional Rounds of both the HPMCC and JHJMCC, and preparing for the ICM;
- This is then followed by full-force preparation for the Final Oral Rounds in **late May** and **late June**.
- Throughout the **entire term**, the VP in charge of Competitions is expected to be readily available for calls with local and/or national officers in addition to their EITs, form an integral part of the IB, develop new and improved materials such as handbooks and packages, keep in close contact with, arguably, ELSA's biggest institutional partners (Council of Europe, World Trade Organisation, and European Court of Human Rights), and so forth.

Considering the timeline and workload of the VP Competitions of the IB, it is evident they do not have a sufficient amount of time to devote to the establishment of the EFR. Additionally, most National Groups organise the Local and/or National Rounds of the ENC in the second half of the term, towards April and May. Similarly, it is difficult for National Groups to reschedule their internal timelines to move their ENCs to the first half of the term due to other, potentially larger and more well-known projects. Therefore, it may be difficult even for National Groups to organise their ENCs so that they fit into the same timeline as that of the VP Competitions of the IB.

Secondly, the workload of the VP Competitions of the IB paired with the recent board reform does not allow for ample time and resources to be developed and dedicated to the EFR. In summary, the idea behind the board reform and thus shifting the responsibility of the HPMCC from AA to C was to allow AA to flourish and for both Areas to become more well-defined. Consequently, the VP Competitions must now coordinate the organisation of two large international moot court competitions alongside all of their other responsibilities. It was only in the previous 2022/2023 term that the then-incumbent VP Competitions was tasked with organising both the HPMCC and the JHJMCC for the first time. To then organise the EFR only a mere 2 terms later is an overly ambitious and irresponsible goal. For the next few years, the Network should first allow the VP Competitions of the IB to acclimate to the board reform and to protect and foster this new knowledge to then increase the quality of the transition month in July. If we are to ignore this factor by adding a new competition to organise on the international level, we would be spreading the resources of the VP Competitions too thin - both the HPMCC and JHJMCC would suffer as a result whereas both still have numerous problems and inconsistencies that need to be resolved and require consistent care. It simply cannot be that our already-existing moot court competitions crumble as a consequence of the VP Competitions being unable to allot sufficient time to all of their responsibilities, which would be the case if they remain tasked to organise the EFR. Even if the VP Competitions were to fulfil their responsibilities, this will certainly not be considered qualitative in any manner, especially when compared to the work of predecessors not tasked with organising the EFR.

Thirdly, the human resources issue poses a severe threat to the ability of the VP Competitions to carry out their responsibilities and obligations according to the Decision Book. Only after the second team call was the IB able to appoint a Director and Assistant for the ENC. As such, the next IB faces the risk of being unable to find a) people willing to be part of the ENC EIT; b) people who have qualitative experience with the ENC; and c) people who have experience organising large-scale events. In the case where the IB is able to find an EIT, the question is whether they are sufficiently competent to organise the first edition of a project which faces many logistical impracticalities - typically a task for an individual who has been in the association and relative area project for a number of years. The VP Competitions of the IB is prevented from fulfilling their responsibilities according to the regulations we, as the Council, approve if we are to keep the EFR in the Decision Book.

Fourthly, the lack of fulfilment of the quality standards of the ENC, particularly the requirement to organise the ENC in English, displays a fundamental obstacle to the successful execution of the EFR. In case the EFR remains set for 2025, organising groups would have to begin holding the ENC in English from now onwards to set up the groundwork. Considering many groups have either already launched their ENCs or will do so soon, suddenly translating and changing all materials to English may prove challenging. Furthermore, groups organising their ENCs in English for the first time may face a lack of registrations which may then severely impact the feasibility of hosting the ENC on local and/or national level. In turn, this would influence the feasibility of the EFR itself. This is especially problematic considering the Decision Book currently requires there to be at least ten National Rounds all complying with the quality standards set out in Part 7. Chapter 3. Articles 2.3, 2.4, 2.5 and 2.6 of the Decision Book. An efficient and effective market research and marketing must be carried out by organising groups in the present term to ensure the successful switch from their native language(s) to English. Before this has been satisfactorily implemented, it is questionable whether, in practise, the EFR even has the potential to live up to what the Network wishes it to be.

Finally, under no fault of the current and previous VP Competitions of the IB, the IB as a whole and their EITs, no substantial progress has been made to set up the EFR for the 2024/2025 term. There are no funds, no partners, sponsors or other external supporters, no Academic Board, no active preparation from the National Groups, no guarantee for adequate human resources, no timeline, no comprehensive market research, materials have not been created or improved upon and there is no host. As such it is to be expected that we will not comply with the obligations imposed by Part 7. Chapter 3. Article 2.9 of the Decision Book by the start of 2025. To then organise the first ever EFR of the ENC with no preparation of any kind for 2025 is thus impossible. Postponing the EFR, as it has been done several times in recent years, is not a successful approach to attempt to solve the problems with it. By postponing yet again, we would be ignoring the fundamental and structural problems with the EFR and would only shift them onto future IBs. Keeping it in the Decision Book, then, has the opposite effect of what we want - it relieves the pressure of preparing for the EFR and no action is undertaken. We should rather focus our efforts and resources on more pressing issues.

To conclude, we encourage National Groups to collaborate with one another to hold their own 'EFR' and/or to send their winning teams to the International Negotiation Competition (INC). We recognise the wish to hold an EFR to bring the Network closer to ELSA International and we do not intend to scrap the idea of it, merely the obligation for ELSA International to organise it. Thus, we submit this project is not sustainable, has no longevity and has no future if organised by ELSA International.

For the reasons detailed above, we request you to consider our proposal critically and carefully. We ask you to put aside any wish you may have for the European Final Round of the ENC and instead focus on whether it is feasible or not. Finally, we ask you to develop your thoughts and stance to encourage fruitful discussions at the upcoming ICM in Thessaloniki. We eagerly await your examinations and conclusions and hope you agree. Only then will we be able to move forward and allow the VP Competitions and the rest of their IB to focus on the health and future of our beloved Association, alongside all of us, the Council.

ELSAfully yours,

Mike, Puck, Nikola, Alice, Iris, Sam and Maria
Board of ELSA the Netherlands 2023/2024

&

Michelle, Louis, Ben, Jenny and Johannes
Board of ELSA Germany 2023/2024

&

Niko, Tina, Lovro, Nika, Katarina, Fran and Paula
Board of ELSA Croatia 2023/2024

No. 45. International Council Meeting Decision Book amendment concerning the Part 3. Internal Management, Chapter 6. Human Resources

ELSA the Netherlands, ELSA Germany and ELSA Croatia are proposing the following to the International Council:

PART 3. INTERNAL MANAGEMENT (IM)**CHAPTER 6. HUMAN RESOURCES****Article 3. ELSA International Team**

[...]

3.2 In accordance with the Standing Orders of ELSA, the International Board of ELSA shall, at the beginning of each term, open a call for the following positions within the ELSA International Team:

- f. a Director for Academic Competitions. The Director works with the VP Competitions of the International Board or their substitute to support National and Local Groups in establishing and coordinating Competitions and supporting the Organiser of the European Final Round of the ELSA Negotiation Competition.

[...]

Comment:

See the comment on the previous proposal.

No. 46. International Council Meeting Decision Book amendment concerning the Part 8. Professional Development, Chapter 4. Lawyers at Work

ELSA Germany, ELSA United Kingdom, ELSA Poland and ELSA the Netherlands are proposing the following to the International Council:

PART 8. PROFESSIONAL DEVELOPMENT (PD)**CHAPTER 4. LAWYERS AT WORK****Article 1. Definitions**

1.1 A Lawyers at Work event is a project, which allows law students and young lawyers to experience the working culture of the legal profession first-hand.

1.2. Lawyers at Work events are meant to provide practical insights into the legal profession and, as such, shall involve interactive learning opportunities.

Comments:

Lawyers at Work events are currently organised throughout Europe, and their format differs individually based on the unique working styles of the legal fields within the jurisdictions in which they are held. This definition is designed to accommodate introductions to the specific work culture aspect of Professional Development in the legal field. In this sense, the definition will contextualise and provide a baseline distinction to separate the project from ELSA Traineeships for National Groups.

ELSA DEVELOPMENT FOUNDATION

No. 47: ELSA Development Foundation binding advice request concerning the Statutes of the Foundation

The Board of Directors of the ELSA Development Foundation is requesting binding advice from the International Council to amend the ELSA Development Foundation Statutes.

~~The~~ ELSA Development Foundation Statutes

PART 1. FOUNDER, NAME, LEGAL FORM, TERM, AND REGISTERED OFFICE

Article 1 – Founder

1.1 The sole founder of the Foundation is the non-profit association incorporated under the laws of the Netherlands, “The European Law Students’ Association” (abbreviated: “ELSA”), with registered office at Amsterdam, the Netherlands, with an establishment unit in Belgium at Generaal Jacqueslaan 239, 1050 Elsene (Brussels), registered with the Crossroads Bank for Enterprises under the enterprise number 0478.272.059 (RLE Brussels). The sole founder shall hereafter be referred to as “ELSA”.

Article 2 – Name, legal form and term

2.1 The private foundation named “ELSA Development Foundation”, (hereafter: "Foundation"), is constituted for an indefinite period under the provisions of Book 11 and any other provisions applicable to private foundations of the companies and associations Code of March 23, 2019.

2.2 All acts, invoices, announcements, publications and other documents issued by the Foundation shall contain the name of the Foundation, immediately followed or preceded by the mentions “fondation privée”, the address of the registered office of the Foundation, the enterprise number and the mention “rechtspersonenregister” or abbreviated “RPR” followed by the court with jurisdiction in the district where the Foundation has its registered office.

Article 3 – Registered office

3.1 The Foundation’s registered office shall be located in the Brussels-Capital region. It may be transferred to any other location in Belgium by a decision of the Board of Directors, subject to compliance with the legal provisions governing the use of official languages in Belgium.

3.2 The Foundation may establish offices in any country or place.

PART 2. PURPOSE AND OBJECT

Article 14 – Purpose

~~4.14.1~~ The Foundation is financed collectively by the National Groups of ELSA to help overcome structural weaknesses of ELSA. The disinterested purpose of the Foundation shall be to:

- a. Collect and receive financial contributions of the National Groups of ELSA and to redistribute said funds according to its regulations;
- b. Financially support measures and activities to further the vision, purpose and means of ELSA;
- c. Support and promote ELSA; and
- d. ~~To~~ Contribute to the fulfilment by ELSA of its own non-profit purposes, including the conduct of similar initiatives and actions in the area of promoting, maintaining and developing mutual understanding, collaboration and personal contacts amongst law students and recently graduated lawyers from different countries and jurisdictions, in which they are prepared to practice their profession in an international environment.

Article 25 – Object

~~2.1~~ 5.1 To that effect, the Foundation may perform and develop, alone or in collaboration with third parties such as ELSA, all activities related, directly or indirectly to its purpose, including, but not limited to:

- a. Collect and manage the financial contributions of the National Groups of ELSA;
- b. Financially support the National and Local Groups of ELSA;
- c. Encourage, fund and promote legal education, foster mutual understanding and promote social responsibility of law students and young lawyers;
- d. Organise and arrange congresses, seminars, workshops, and other programs and convenings at international and national levels to promote the Foundation, its disinterested purpose and to increase its equity;
- e. Cooperate with other initiatives and/or organisations having a purpose similar to the purpose of the Foundation, as well as other regional and/or international initiatives and/or organisations;
- f. Participate in programmes or calls for proposals of international institutions, and in general to apply for grants from international institutions or other public and semi-public authorities; and
- g. Undertake alone or with others joint activities as partner or in any other capacity with, namely, international institutions, other public and semi-public authorities and private corporations and organisations.

~~2.2~~ 5.2 In addition, the Foundation may develop, support, incorporate, constitute, set up, participate to, and have interests in (including owning shares, stocks, bonds, warrants, participations and/or investments, etc.) any Belgian or foreign legal entity, commercial or not, not-for-profit or for-profit, private or public or semi-public, having the legal personality or not, having similar purposes and objects than the ones of the Foundation. The Foundation shall not take part in any kind of speculative or high-risk trading, including but not limited to options trading, high-volume trading, IPOs, derivative trading, OTC stock trading, and/or cryptocurrency trading.

~~2.3~~ 5.3 The activities of the Foundation can be of a commercial and profitable nature, provided that the profits generated through these activities shall at all times and entirely be affected to the realisation of the disinterested purpose of the Foundation.

PART 3. ORGANISATIONAL STRUCTURE

Article ~~16~~ – Bodies

~~4.1~~ 6.1 The bodies of the Foundation are:

- a. The Board of Directors;
- b. The Chairperson;
- c. The Vice-Chairperson; and
- d. The Committee(s).

CHAPTER 1. BOARD OF DIRECTORS

Article ~~17~~ – Composition

~~4.1~~ 7.1 The Board of Directors of the Foundation shall be composed of three (3) directors, who are the President, Secretary General and Treasurer of the International Board of ELSA.

~~4.2~~ 7.2 By derogation to paragraph ~~4.1~~ of the present Article, in case no President, Secretary General and/or Treasurer have been elected in the International Board of ELSA, the International Board of ELSA shall appoint the three (3) directors of the Foundation, ~~within amongst~~ the elected or appointed members of the International Board of ELSA members.

~~4.3~~ 7.3 The term of office of the directors coincides with their respective term of office as President, Secretary General and Treasurer of ~~in~~ the International Board of ELSA. Their mandate shall be non-remunerated. The Foundation shall cover all reasonable travel and

accommodation expenses incurred by the directors to attend the meetings of the Board of Directors, or to fulfill the purposes of the Foundation.

~~4.4~~ 7.4 The mandate of a director terminates by expiry of their mandate as President, Secretary General or Treasurer of the International Board of ELSA. The mandate of a director also terminates upon dismissal by the International Council of ELSA. The International Council may dismiss a director at any time, and may give reasons for its decision, without any compensation or cost becoming due by the Foundation, provided that the concerned director has received the possibility to communicate their position to the International Council of ELSA prior to the decision on the dismissal.

~~4.5~~ 7.5 The directors are also free to resign from their office at any time by submitting in writing their resignation to the Chairperson. In case of termination of the mandate of a director for whatever reason, except the cases of automatic termination of the mandate, or dismissal, the director shall continue performing the duties of their office until they have been replaced within thirty (30) calendar days, unless the Board of Directors otherwise decides.

~~4.6~~ 7.6 In case of termination of the mandate of a director for whatever reason, the director shall have no claims for compensation on the Foundation or for its assets, without prejudice to the mandatory labour law provisions and the services agreement provisions, if applicable.

~~4.7~~ 7.7 The Board of Directors shall be chaired by the Chairperson. If the Chairperson is unable or unwilling to chair the Board of Directors, the Board of Directors shall be chaired by the Vice-Chairperson. If the Chairperson and the Vice-Chairperson are both unable or unwilling to chair the Board of Directors, the Board of Directors shall be chaired by the remaining director.

~~4.8~~ 7.8 The Board of Directors may invite one or more third parties to attend without voting rights one or more meeting(s) or part(s) of meeting(s) of the Board of Directors.

Article 28 – Powers

~~2.4~~ 8.1 The Board of Directors has the widest powers to perform all acts of management and disposal directly or indirectly related to or necessary or useful to achieve the disinterested purpose of the Foundation, including the daily management. The Board of Directors shall act as a collegial body (in French: “organe collégial” / in Dutch: “collegiaal orgaan”).

~~2.2~~ 8.2 At any time, the Board of Directors may delegate specific powers to one or more director(s) or other persons or bodies, with or without sub-delegation powers to the legal extent possible.

~~2.3~~ 8.3 Each director shall have the individual right to inspect and take copies of all books, minutes and any other documents of the Foundation for the needs of the performance of their duties as a director.

Article 39 – Meetings

~~3.1~~9.1 The Board of Directors shall meet every time the interests of the Foundation so require and at least once a year upon convening by the Chairperson or at the request of two (2) directors, acting jointly, and at such time and place as determined in the convening notice. If the Chairperson is unable or unwilling to convene the Board of Directors, the Board of Directors shall be convened by the Vice-Chairperson. If the Chairperson and the Vice-Chairperson are both unable or unwilling to convene the Board of Directors, the Board of Directors shall be convened by the remaining director.

9.2 A meeting of the Board of Directors shall also be convened by the Statutory Auditor, if any, at the written request of the Founder or any director.

Article 410 – Proxies

~~4.1~~10.1 Each director shall have the right, via regular means of communication, to give a proxy to another director to be represented at a meeting of the Board of Directors. No director may hold more than one (1) proxy.

Article 511 – Convening notices. Agenda

~~5.1-~~11.1 Convening notices for the Board of Directors shall be notified to the directors by the Chairperson via regular means of communication at least one (1) calendar day prior to the meeting. The convening notices shall mention the date, time and place of the meeting. In addition, the convening notices shall mention if the directors can vote electronically. The agenda and the material documents necessary for the discussion shall be attached to the convening notices. The agenda of the meetings of the Board of Directors shall be prepared by and adopted by the Chairperson. If the Chairperson is unable or unwilling to prepare and adopt the agenda, the agenda shall be prepared ~~in accordance with the procedure in article 3.1 of this chapter~~ and adopted by the Vice-Chairperson. If the Chairperson and the Vice-Chairperson are both unable or unwilling to prepare and adopt the agenda, the agenda shall be prepared and adopted by the remaining director.

~~5.2-~~11.2 No vote shall be cast regarding an item that is not listed on the agenda, except if all the directors are present or represented at a meeting of the Board of Directors and vote to proceed with such vote.

Article 612 – Presence quorum, ~~v~~Voting majority, and ~~v~~Votes

~~6.1-~~12.1 Unless otherwise stipulated in these Statutes, the Board of Directors shall be validly constituted when at least half of the directors are present or represented.

~~6.2-~~12.2 Unless otherwise stipulated in these Statutes, decisions of the Board of Directors shall be validly adopted if they obtain a simple majority (i.e. it obtains the highest number of the votes cast by the directors present or represented) of the votes cast by the directors present or represented. Each director shall have one (1) vote.

~~6.3-~~12.3 Blank votes, invalid votes and abstentions shall not be counted. In the event of a tie, the Chairperson, in their absence (whether represented or not), the Vice-Chairperson shall have the decisive vote.

~~6.4-~~12.4 A duly convened meeting of the Board of Directors shall be validly held even if all or some of the directors are not physically present or represented, but participate in the deliberations via any electronic means of communication that allow the directors to directly hear each other and directly speak to each other, such as a telephone, video or web conference. The Chairperson shall set up the practical procedures to organise this in practice. In such a case, the directors shall be deemed present.

~~6.5-~~12.5 Provided that the possibility to vote via electronic means is mentioned in the convening notice, the directors may vote via electronic means during a meeting of the Board of Directors. The Chairperson shall take the necessary steps allowing the directors to vote electronically. The Chairperson shall set up the practical procedures to organise this in practice, and shall ensure that the system for electronic voting used allows for (i) the identification of the directors having expressed their vote and (ii) the control of compliance with the prescribed time limit.

Article 713 – Register of minutes

~~7.1-~~13.1 Minutes shall be drawn up at each meeting of the Board of Directors. They shall be approved and signed by all directors present and kept in a register of minutes. The register of minutes shall be kept at the registered office of the Foundation where all directors may consult it.

Article 814 – Written procedure/~~online platform procedure~~

~~8.1. The Board of Directors may take decisions via written/online platform procedure. In that case, the convening formalities in Article 5 of these Statutes do not have to be complied with.~~

~~8.2. For this purpose, the Chairperson, upon request of two (2) directors, shall send a notice, including:~~

~~a. — the agenda and~~

~~b. — the proposals for the decisions to be taken via regular means of communication to all directors, with request to the directors to vote on the proposals and to send their vote(s) back via regular means of communication to the Foundation or, if provided for by the Chairperson, by submitting their votes via an online platform, and within the time limit mentioned in the notice.~~

~~8.3. The decisions are deemed to have been taken if~~

~~a. — all the directors have sent their vote(s) back or submitted their vote(s) via an online platform, within the time limit, and~~

~~b. — if the items on the agenda have obtained the votes in favor of all the directors.~~

~~8.4. For the purpose of the present Article, directors are not allowed to grant proxies to other directors.~~

~~8.5. The decisions taken by written/online platform resolutions are deemed to come into force on the date mentioned on the notice sent to directors.~~

14.1 Except for the amendment of these Statutes, the Board of Directors may take decisions via unanimous written/online procedure (which means regular/registered mail or any other means of written communication (including email, application or platform on a website)). In that case, the convening formalities referred to in Article 11.1 of these Statutes do not have to be complied with.

14.2. For this purpose, the Chairperson, upon request of two (2) directors, shall send a notice, including (i) the agenda and (ii) the proposals for the decisions to be taken via regular means of communication to all directors, with request to the directors to vote on the proposals and to send their vote(s) back via the mean of written communication designated by the Chairperson and within the time limit mentioned in the notice.

14.3. If the votes in favour of all of the directors regarding the items on the agenda are not received/submitted within the time limit mentioned in the notice, the decisions are deemed not to be taken.

14.4. For the purpose of the present Article, directors are not allowed to grant proxies to other directors.

14.5. The decisions taken by written/online platform resolutions are deemed to come into force on the date mentioned on the notice sent to directors.

14.6. The decisions taken via written procedure shall be sent via regular means of communication by the Chairperson to the directors.

Article 915 – Conflict of interests

~~9.1-~~15.1 In case a director (hereafter: “Concerned Director”) has a direct or indirect interest of a patrimonial nature which conflicts with the interest of the Foundation in a decision or an operation falling within the powers of the Board of Directors (hereafter: “Conflicting Interest”), they shall notify the Conflicting Interest to the Board of Directors and provide all facts material to understand the nature and scope of the conflict, as soon as possible and before the Board of Directors takes the concerned decision.

~~9.2-~~15.2 If the Concerned Director fails to do so, any director aware of the potential Conflicting Interest shall raise the issue with the Board of Directors before it takes a decision in relation thereof.

~~9.3-~~15.3 The statements and the explanations regarding the nature of the Conflicting Interest of the Concerned Director shall be recorded in the minutes of the meeting of the Board of Directors that shall take the concerned decision. The nature of the concerned decision/operation and the patrimonial consequences thereof for the Foundation and the justification of the decision that has been taken shall be described by the Board of Directors in the minutes of the meeting of the Board of Directors that shall take the concerned decision.

~~9.4-~~15.4 If a ~~s~~Statutory ~~a~~Auditor has been appointed, the minutes of the meeting of the Board of Directors shall be communicated to the ~~s~~Statutory ~~a~~Auditor.

~~9.5-~~15.5 The Concerned Director shall neither participate in the deliberations of the Board of Directors nor participate in the vote related to the items on the agenda relating to the Conflicting Interest.

~~9.6-~~15.6 In relation to the items on the agenda relating to the Conflicting Interest, the Concerned Director shall not be taken into account for the calculation of the presence quorum as provided for by paragraph 6.1 of these Statutes. The rules relating to the voting majority provided for by paragraph 6.2 of these Statutes remain unchanged.

~~9.7. If all the directors have a Conflicting Interest, they shall:~~

- ~~i. describe the nature of the concerned decision or transaction and the financial consequences thereof for the Foundation and~~
- ~~ii. give reasons for the decision taken or the transaction implemented in a special report, and communicate it to the Statutory Auditor. In case they conclude there is a conflict of interest, no decision should be made within this regard.~~

15.7 If all the directors have a Conflicting Interest, they shall make the decision or implement the operation and in this respect (i) describe the nature of the concerned decision/operation and the financial consequences thereof for the Foundation and (ii) give reasons for the decision taken or the operation implemented in a special report, and communicate it to the Statutory Auditor.

~~9.8.-15.8~~ Notwithstanding the preceding paragraphs, the procedure of conflicts of interests described above shall not be applied when the decisions of the Board of Directors relate to regular operations concluded on normal market terms and guarantees for operations of the same type.

CHAPTER 2. CHAIRPERSON AND VICE-CHAIRPERSON

Article 16 – Election of the Chairperson and the Vice-Chairperson

~~4.1-16.1~~ The Chairperson and Vice-Chairperson shall be two (2) distinct directors. The mandate of the Chairperson and the Vice-Chairperson shall be non-remunerated. The term of office of the Chairperson and the Vice-Chairperson coincides with each person's term as a director.

~~4.2-16.2~~ The Treasurer of the International Board of ELSA shall be as of right the Chairperson of the Foundation. In case no Treasurer of the International Board of ELSA has been elected or ~~no Deputy has been~~ appointed, the Board of Directors shall appoint the Chairperson amongst the directors.

~~4.3-16.3~~ The Board of Directors shall elect a Vice-Chairperson amongst the directors.

~~4.4~~ The Board of Directors may dismiss:

- ~~i. the Chairperson as Chairperson, and~~
- ~~ii. the Vice-Chairperson as Vice-Chairperson at any time provided that the Chairperson and the Vice-Chairperson concerned have received the possibility to communicate their position during the Board of Directors' meeting and prior to the voting on the dismissal. The concerned Chairperson and/or Vice-Chairperson shall not participate in the deliberation of ELSA regarding such decision or action.~~

16.4 The mandate of the Chairperson and the Vice-Chairperson terminates by expiry of their directorship.

16.5 The Board of Directors may dismiss (i) the Chairperson as Chairperson, and (ii) the Vice-Chairperson as Vice-Chairperson at any time and must not give reasons for its decision, without any compensation or cost becoming due by the Foundation, and provided that the Chairperson and the Vice-Chairperson concerned have received the possibility to communicate their position during the meeting of the Board of Directors and prior to the voting on the dismissal. The concerned Chairperson and/or Vice-Chairperson shall not participate in the deliberation of the Board of Directors regarding such decision or action.

~~14.5 The Chairperson and Vice-Chairperson are also free to resign from their office at any time by submitting, in writing their resignation to the Board of Directors. In case of the end of the mandate of the Chairperson or the Vice-Chairperson, for whatever reason except the cases of automatic termination of the directorship, or dismissal, the Chairperson or the Vice-Chairperson, as the case may be, shall continue performing the duties of his/her/its office until ELSA has provided in his/her/its replacement within thirty (30) calendar days.~~

16.6 The Chairperson and Vice-Chairperson are also free to resign from their office at any time by submitting, in writing their resignation to the Board of Directors. In case of the end of the mandate of the Chairperson or the Vice-Chairperson, for whatever reason except the cases of automatic termination of the directorship, or dismissal, the Chairperson or the Vice-Chairperson, as the case may be, shall continue performing the duties of their office until the Board of Directors has provided in their replacement within thirty (30) calendar days, unless the Board of Directors otherwise decides.

~~14.6-16.7~~ In case of termination of the mandate of the Chairperson or the Vice-Chairperson, for whatever reason, the Chairperson or the Vice-Chairperson, as the case may be, shall have no claims for compensation on the Foundation or for its assets, without prejudice to the mandatory labour law provisions and services agreement provisions, if applicable.

Article 217 – Powers of the Chairperson and the Vice-Chairperson

~~2.4-17.1~~ The Chairperson shall have the powers specifically granted to them by these Statutes. In particular, the Chairperson shall have the following powers:

- a. Adopting the agenda of the meetings of the Board of Directors;
- b. Presiding the meetings of the Board of Directors;
- c. Acting as a conciliator when differences of opinion occur, both within the Foundation and vis-à-vis third parties;
- d. In the event of a tie, having the casting vote within the Board of Directors;
- e. Keeping the minutes and records of all decisions taken at any meeting of the Board of Directors;
- f. Preserving all records and papers of the Foundation;
- g. Requesting and overseeing all funds, bequests and donations for the Foundation;
- h. Depositing all received funds, bequests and donations on the appropriate bank account;
- i. Disbursing funds from the treasury, on instruction of the Board of Directors; and
- j. Reporting on the state of the treasury to the Board of Directors as may be necessary.

~~2-2-17.2~~ The Vice-Chairperson shall have the powers specifically granted to them by these Statutes. As a general rule, the Vice-Chairperson shall replace the Chairperson in their absence.

CHAPTER 3. COMMITTEE(S)

Article 18 – Committee(s)

~~4-1-18.1~~ The Board of Directors may establish and delegate tasks to one or more Committee(s). The Committee(s) shall have a supporting role to the Board of Directors on specific issues. The Board of Directors shall determine amongst others the mission, composition, powers, conduct of meetings and governance, convening modalities and drafting of agendas, presence quorum, voting majority and voting procedures, and drafting of minutes of the Committee(s).

~~4-2-18.2~~ The Committee(s) shall not represent the Foundation vis-à-vis third parties.

~~4-3-18.3~~ The Committee(s) shall always act under the responsibility of the Board of Directors and shall report periodically to the Board of Directors on its/their activities, and/or at the request of the Board of Directors.

~~4-4-18.4~~ The Committee(s) may invite one or more third party(ies) to attend without voting rights one or more meeting(s) or part(s) of meeting(s) of the Committee(s).

CHAPTER 4. LIABILITY

Article 19 – Liability

~~4-1-19.1~~ ~~The Board of Directors is~~ The directors, the Chairperson and the Vice-Chairperson are not personally bound by the commitments of the Foundation. Their liability shall be limited to the execution of their assigned tasks and the faults committed in the (non-)performance of their duties and tasks.

CHAPTER 5. EXTERNAL REPRESENTATION OF THE FOUNDATION

Article 20 – External representation of the fFoundation

~~4-1-20.1~~ The Foundation shall be validly represented vis-à-vis third parties and with regard to all judicial and extrajudicial deeds by the Chairperson, acting alone, or by at least two (2) directors acting jointly.

~~4-2-20.2~~ None of the aforementioned persons must justify their powers vis-à-vis third parties.

~~4.3-20.3~~ In addition, the Foundation shall also be validly represented vis-à-vis third parties, within the framework of their mandates, by one or more proxy-holder(s) duly mandated, by the Board of Directors, the Chairperson acting alone, or by at least any two (2) directors acting jointly.

CHAPTER 6. INTERNAL RULES, STANDING ORDERS AND PROCEDURES

Article 21 – Internal rules, sStanding orders, and pProcedures

~~4.1-21.1~~ To detail and complete the provisions of these Statutes, the Board of Directors may adopt, amend and/or revoke internal rules. The Board of Directors may also adopt, amend and/or revoke standing orders. The Board of Directors shall before adopting, amending and/or revoking the internal rules and/or standing orders, request the ~~binding advice of the International Council of ELSA and comply with it~~ Non-Binding Advice of the International Council of ELSA. After having received the Non-Binding Advice of the International Council of ELSA, the Board of Directors shall resolve on the adoption, the amendment or the revocation of the internal rules and/or standing orders. If the Board of Directors decides to deviate from the Non-Binding Advice of the International Council of ELSA, it shall substantially and precisely give reasons for its decisions in a special report to be provided to the International Council of ELSA.

21.2 On the date of the last amendments to these Statutes of the Foundation, the last version of the standing orders has been adopted on [To be completed with the date].

~~4.2-21.3~~ The Board of Directors is further entitled to adopt Board of Directors internal procedures and any other kind of statement that falls within the scope of its powers.

CHAPTER 7. FINANCIAL YEAR, ANNUAL ACCOUNTS, BUDGET, AND INTERNAL AUDITOR

Article 22 – Financial year

~~4.1-22.1~~ The financial year of the Foundation shall run from 1st August through 31st July.

Article 23 – Annual accounts, and Budget

~~2.1 Each year, within six (6) months following the end of the financial year, the Board of Directors shall establish the annual accounts of the past financial year. The Board of Directors shall, before approving the annual accounts of the past financial year, request the binding advice of the International Council of ELSA and comply with this procedure.~~

~~23.1~~ Each year, within six (6) months following the end of the financial year, the Board of Directors shall establish the annual accounts of the past financial year and the budget for the next financial year and shall approve these. The Board of Directors shall, before approving the annual accounts of the past financial year and the budget for the next financial year, request the Non-Binding Advice of the International Council of ELSA.

~~2.2~~ Each year, within six (6) months before the start of the financial year, the Board of Directors shall establish the budget for the next financial year and shall approve it. The Board of Directors shall, before approving the budget for the next financial year, request the binding advice of the International Council of ELSA and comply with this procedure.

~~2.3~~ 23.2 The draft annual accounts and the draft budget shall be circulated amongst all directors at least one (1) week before the meeting of the Board of Directors that shall resolve on the approval of the annual accounts and the budget.

~~2.4~~ 23.3 The currency of the Foundation shall be the euro for the annual accounts and all other official accounting, tax and legal documents.

Article 324 – Annual expenditure

~~3.1~~ 24.1 The annual expenditure of the Foundation is limited to ninety-four percent (94 %) of its annual income. Each year, six percent (6 %) shall be allocated to the equity of the Foundation.

~~3.2~~ 24.2 The Foundation's equity consists of a reserve and other funds. Other funds are any funds over the reserve limit.

~~3.3~~ 24.3 The reserve limit is 30,000 EURØ.

~~3.4~~ 24.4 If the equity of the Foundation exceeds the reserve limit, the Board of Directors may decide to increase the expenditure of the Foundation up to hundred-and-fifty percent (150 %) of the annual income. The expenditure shall not exceed the annual income by more than 5,000 EURØ.

~~3.5~~ 24.5 If the equity of the Foundation ~~equity~~ is less than the reserve limit, the Board of Directors shall not proceed in accordance with ~~point 3.4~~ paragraph 24.4 of this Article.

Article 425 – Internal auditor

~~4.1-25.1~~ The internal auditor(s) of ELSA shall be appointed as the internal auditor(s) of the Foundation by the Board of Directors.

~~4.2-25.2~~ If the law requires so, the Board of Directors shall appoint a ~~s~~Statutory ~~a~~Auditor of the Foundation, chosen between the members of the Belgian « Institut des Réviseurs d'Entreprise », for a three (3) years term.

~~4.3-25.3~~ If the Foundation is not required by law to appoint a ~~s~~Statutory ~~a~~Auditor and if the International Council of ELSA has not elected any (internal) (statutory) auditor(s), the Board of Directors may still appoint a statutory or internal auditor or an external accountant to audit the annual accounts.

~~4.4-25.4~~ The internal auditor(s) or, if applicable, the ~~s~~Statutory ~~a~~Auditor shall draw up a yearly report on the annual accounts of the Foundation. This report shall be submitted to the Board of Directors before the approval of the annual accounts.

CHAPTER 8. AMENDMENTS TO THE STATUTES

Article 426 – Amendments to the ~~s~~Statutes

~~4.1-26.1~~ The Board of Directors can validly decide on amendments to these Statutes only if (i) at least two-thirds (2/3) of the directors are present or represented and (ii) the decision to amend obtains at least a two-thirds (2/3) majority of the votes cast by the directors present or represented. Blank votes, invalid votes and abstentions shall not be counted. The Board of Directors shall, before deciding on the amendments to these Statutes, request the ~~B~~Non-binding Advice of the International Council of ELSA which must be passed by two-thirds majority (2/3) of the Council Members present or represented and able to vote, ~~and comply with it.~~

~~4.2-26.2~~ The main terms of any proposal to amend these Statutes shall be explicitly mentioned in the agenda or a separate document included in or attached to the convening notice to the directors.

~~4.3-26.3~~ The date on which the amendments to these Statutes shall enter into force shall be determined in the internal rules, if any, or by the decision of the Board of Directors regarding the amendments to these Statutes.

~~4.4-26.4~~ Any decision of the Board of Directors relating to the amendments of these Statutes is subject to the additional requirements imposed by applicable law. In particular, when the law requires it, the amendments to these Statutes must be recorded in a notarial deed.

CHAPTER 9. DISSOLUTION. LIQUIDATION

Article 127 – Dissolution. Liquidation

- ~~1.1~~ 27.1 The Board of Directors can validly pronounce the dissolution of the Foundation only if (i) all the directors are present or represented and (ii) the decision to dissolve obtains the unanimity of the votes cast by the directors present or represented. Blank votes, invalid votes and abstentions shall not be counted. The Board of Directors shall, before deciding on the dissolution of the Foundation, request the Non-binding advice of the International Council of ELSA, which must be passed by two-thirds majority (2/3) of the Council Members present or represented and able to vote, ~~and comply with it.~~
- ~~1.2~~ 27.2 Any proposal to dissolve the Foundation shall be explicitly mentioned in the agenda included in or attached to the convening notice to the directors.
- ~~1.3~~ 27.3 The decision to dissolve the Foundation taken in accordance with the present Article by the Board of Directors shall be submitted to the Enterprise Court of the Jurisdiction where the registered office of the Foundation is located (hereafter: “Enterprise Court”) so the latter pronounces the dissolution of the Foundation. The Enterprise Court will only pronounce the dissolution of the Foundation if the latter is in one of the following situations:
- a. The Foundation has achieved its purpose;
 - b. The Foundation is not able anymore to pursue the purpose for which it has been incorporated;
 - c. The Foundation allocates its assets or the revenues generated by the latter to other purposes than the one for which it has been incorporated; ~~or~~
 - d. The Foundation (i) breaches the prohibition to distribute or procure any direct or indirect patrimonial advantage to the Founder and to the directors, (ii) contravenes the companies and associations Code of March 23, 2019 or the public order or (iii) commits a serious breach to its Statutes; or
 - e. The Foundation has not filed its annual accounts within the legal time limits (i.e. within seven (7) months following the closure of the financial year).
- ~~1.4~~ 27.4 The paragraphs 1.1 through 1.4 of this chapter are without prejudice to the rights of ELSA, its successor(s) in law, one or more director(s), any interested third party or the public prosecutor to introduce a request to dissolve the Foundation to the Enterprise Court.
- ~~1.5~~ 27.5 Upon the dissolution of the Foundation pronounced by the Enterprise Court, the latter can resolve to immediately close the liquidation or decide upon the appointment of one or more liquidator(s), the decision-making process of the liquidators if several liquidators are appointed, and the scope of their powers.
- ~~1.6~~ 27.6 Upon dissolution and liquidation of the Foundation, ELSA or its successor(s) in law may retrieve from the Foundation the assets it allocated for the realisation of the purpose of the

Foundation or an amount equal to the value of these assets, provided that the purpose for which the Foundation was incorporated would have been completed.

~~4.7~~ 27.7 The Board of Directors shall decide upon the allocation of the liquidation balance of the Foundation, provided however that the liquidation balance of the Foundation shall be allocated to one or more legal entities within the ELSA network having a similar disinterested purpose as the one of the Foundation.

CHAPTER 10. VARIA

Article ~~128~~ – Notifications

~~4.1~~ 28.1 Any notice or other communication under or in connection with these Statutes shall be written in English, subject to compliance with the legal provisions governing the use of official languages in Belgium. Additionally, with respect of the sending of any notice or communication under or in connection with these Statutes, the terms below shall be defined as follows:

- a. “Regular means of communication” means regular mail or any other means of written communication (including e-mail); and
- b. “Special means of communication” means registered mail or other means of written communication (including e-mail), with acknowledgment of receipt.

Article ~~29~~ – Computation of time

~~2.1~~ 29.1 For the use of the computation of time limits set out in these Statutes, the terms below shall be defined as follows:

- a. “Month(s)” mean(s) (a) calendar month(s); and
- b. “Calendar day(s)” mean(s) that when calculating a period of notice, this period excludes the calendar day when the notice is given or deemed to be given and the calendar day for which it is given or on which it is to take effect.

Article ~~30~~ – Abstentions

~~3.1~~ 30.1 For the determination of the voting majorities set out in these Statutes, “abstentions shall not be counted” means that (i) the person having abstained shall not be taken into account in the number of persons present or represented on the basis of which the voting majority shall be calculated and (ii) the abstention shall neither be considered as a vote “in favour” nor a vote “against” the proposed decision.

Article 31 – Non-Binding Advice

31.1 For certain matters the Board of Directors shall request the non-binding advice from the International Council of ELSA (hereafter: “Non-Binding Advice”). The International Council of ELSA shall provide its non-binding advice within a reasonable amount of time. After having received the Non-Binding Advice of the International Council of ELSA, the Board of Directors shall resolve on the matter at hand. If the Board of Directors decides to deviate from the Non-Binding Advice of the International Council of ELSA, it shall substantially and precisely give reasons for its decisions in a special report to be provided to the International Council of ELSA.

Article 432 – Varia

~~4.1.~~ 32.1 Anything that is not provided for in these Statutes or the internal rules, if any, shall be governed by the provisions of Book 11 and any other provisions applicable to private foundations of the companies and associations Code of March 23, 2019. In the event there is a conflict between these Statutes, the internal rules, if any, standing orders, if any, internal procedures, or any other kind of rules of the Foundation, these Statutes shall prevail.

~~4.2.~~ 32.2 The directors shall have no claim on the Foundation’s assets.

~~4.3.~~ 32.3 For the performance of their duties, directors can elect domicile at the registered office of the Foundation.

~~4.4.~~ 32.3 The business of the Foundation shall be conducted in English, without prejudice to applicable legal obligations. These Statutes are written in French and English, but only the French version shall be the official text.

Comment:

In 2019, a new law for Associations and Foundations was adopted in Belgium ([Belgian Law for Companies and Associations from the 23rd March 2019](#)), with a deadline for its complete implementation on the 31st of December 2023. After this deadline, all provisions of the new law would become fully applicable and would need to be implemented accordingly.

As a Foundation registered in Belgium, the ELSA Development Foundation (EDF) must also comply with this requirement. On the basis of this, ELSA and EDF engaged the services of EY Law Belgium, who have assisted the International Board of ELSA and the EDF Board of Directors in the preparation of the above text. It seeks to address existing illegalities in the Statutes of EDF, while retaining the integrity and core structure of the text.

The key changes are as follows:

-
- Structural change to a continuous Article numbering system, whereby the numbers would not be starting from 1 in each Chapter, but continue flowing from each previous Chapter.
 - General rephrasing in cases of unclarity.
 - Addition for the possibility of international offices of EDF in Article 3.2.
 - Addition of mandatory provisions in relation to the convening of a meeting of the Board of Directors by the Statutory Auditor of the Foundation or by at least one Director in Article 9.2.
 - Rephrasing of the article relating to the written procedure in Article 14.
 - Addition of mandatory provisions in relation to the publication and official registration of the Statutes and Standing Orders of the Foundation in Article 21.2.
 - Change of the procedure from binding advice by the International Council of ELSA to non-binding advice, due to the inability of a third party (ELSA) to influence in a binding manner the decision of the Board of Directors of EDF, who shall in accordance with Belgian Law always act solely in the best interests of the Foundation. These changes are reflected in Articles 21.1., 23, 26, 27 and 31. Due to the sensitive nature of the proposal related to these provisions, the dedicated legal advice provided to EDF is presented to the International Council for reference.

For further reference, the legal advice provided by EY Law to EDF is available [here](#).

No. 48. ELSA Development Foundation Standing Orders binding advice request concerning Article 6. Application procedure

The Board of Directors of the ELSA Development Foundation is requesting binding advice from the International Council to amend the ELSA Development Foundation Standing Orders.

The ELSA Development Foundation Standing Orders

[...]

6.3 Timeline for Internal support

~~6.3.1 The application period financial assistance for the National Board members' participation in International Council Meetings of ELSA is set between four and one weeks before the application period of the International Council Meeting of ELSA closes, at the discretion of the Board of Directors. The application period for shall be announced at least one week before its opening.~~

6.3.1 The application period for financial assistance for the National Board Members' participation in the International Council Meetings of ELSA is determined by the Exceptional cycle.

6.3.2 Each Exceptional cycle shall be divided into two phases:

a. First Phase

- i. The first phase of an Exceptional cycle shall last at least one week and be closed no later than two weeks before the application period of the International Council Meeting of ELSA closes.
- ii. The application period for the first phase of an Exceptional cycle shall be announced to the Network by the Board of Directors of EDF one week prior to its opening.
- iii. The Board of Directors shall review the applications, decide on the funding and communicate the results to the applicants no later than three days before the application period of the International Council Meeting of ELSA closes.

b. Second Phase

- i. The second phase of an Exceptional cycle shall be open no later than two weeks after the International Council Meeting of ELSA and shall last at least one week.
- ii. Within two weeks after the end of the second phase of an Exceptional cycle, the Board of Directors shall review the applications and decide on the funding. The result of any application shall be communicated to the applicants within two weeks after the decision has been made.

~~6.3.23~~ The application timeline for other Internal support complies with the application cycles of the EDF.

6.2.44 The Board of Directors may ask the applicant to re-write the application form, including more information, stating the areas which are lacking or which need to be improved. The re-written application will be evaluated as if it were an original application. In this case, a new timeline shall be set for the applicant by the Board of Directors.

Comments:

The application procedure which we are currently using is very similar to this proposal. However, it was not clearly defined. Through this Proposal, the Board of Directors is trying to clarify the application procedure for financial assistance for the National Board Members' participation in the International Council Meetings of ELSA. Additionally, the Board of Directors would like to set up clear expectations for the applicants and communicate the results before the application period for the International Council Meeting of ELSA ends as we see it beneficial for the applicant to be aware of the financial support which will get in case of meeting all the other criteria when is still a time to withdraw the application in case of lack of financial recourses.

No. 49. ELSA Development Foundation Standing Orders binding advice request concerning Article 6. Application procedure

The Board of Directors of the ELSA Development Foundation is requesting binding advice from the International Council to amend the ELSA Development Foundation Standing Orders.

The ELSA Development Foundation Standing Orders

[...]

6.5 Annexes to the application

6.5.1 The applicant shall submit the Activity Report, the Financial Report, the budget and the receipts relating to the event or activity along with the application.

6.5.2 The Activity Report shall include information regarding the event or activity itself, and the experiences of the persons present, from the organisation or attendance of such activity or event.

6.5.3 The Activity Report shall include information regarding the measures that were taken concerning the search for sponsors and partners for the respective event. The Board of Directors may ask for proof, if there are doubts about the information given.

6.5.4 The Financial Report shall clearly determine, supported by the budget and the receipts, the profit and loss statement of the event or activity.

[...]

Comment:

Budget is already one of the requirements that needs to be included in the application. The necessity of the budget is already mentioned in other parts of the ELSA Development Foundation Standing Orders. Therefore, we see it as a benefit in order to have utilise regulations, adding the need for submitting the budget along with the application here as well.

No. 50. ELSA Development Foundation Standing Orders binding advice request concerning Article 9. Financing of the Foundation

The Board of Directors of the ELSA Development Foundation is requesting binding advice from the International Council to amend the ELSA Development Foundation Standing Orders.

The ELSA Development Foundation Standing Orders

[...]

9. Financing of the Foundation

9.1 Source of the Foundation

- a. The Members ~~National Groups~~ of ELSA shall pay a yearly contribution to the EDF comprised of the following:
 - i. 6% of all money fundraised in one financial year as a general sponsorship from external relations that are classified as international;
 - ii. 2.5% of all money fundraised in one financial year as a general sponsorship from external relations that are classified as national;
 - iii. The Members ~~National Groups~~ shall pay a minimum of EUR 100,00 and a maximum of 3.000,00 per financial year.
 - iv. The Observers ~~National Groups~~ of ELSA shall not be obligated to pay a contribution to the EDF.
- b. The ~~b~~Board of Directors of EDF may also accept donations to the EDF from other individuals, groups or associations which are aimed at furthering the purposes of the Foundation and the Association in general.
- c. Commercial activities

9.2. General sponsorship shall include the income of the Member from non-project partnerships and non-project sponsorships as gathered in the immediate previous financial year expressed in euro.

[...]

Comment:

Through this Proposal, the Board of Directors define what is meant by the general sponsorship in order to clarify which data the National Groups should use for the EDF Report.

The International Board of ELSA proposed adding the exact definition to the International Council Meeting Decision Book of ELSA by proposal No. 28.

INPUT PAPERS

[Draft Human Resources Strategy 2024-2026](#)

[National Overview Database of Cost of Living for ELSA Traineeships](#)

[Statistical Agencies for Guidelines on Minimum Remuneration for ELSA Traineeships](#)

[ELSA Law School Fees Difference for Favoured and Non-Favoured Countries \(ELSA Belgium\)](#)

OTHER MATERIALS

ACTIVITY REPORT OF ELSA INTERNATIONAL 2023/2024

The Activity Report of the International Board of ELSA and the ELSA International Team 2023/2024 can be accessed [here](#).

ANNEX 1 – INTERIM ACCOUNTS OF ELSA 2023/2024

ANNEXES

ANNEX 1 – INTERIM ACCOUNTS OF ELSA 2023/2024

The Interim Accounts of ELSA 2023/2024 can be accessed [here](#).

ANNEX 2 - FINAL ACCOUNTS OF EDF 2022/2023

ANNEX 2 - FINAL ACCOUNTS OF EDF 2022/2023

The Final Accounts of EDF 2022/2023 can be found [here](#).

ANNEX 3 – INTERIM ACCOUNTS OF EDF 2023/2024

ANNEX 3 – INTERIM ACCOUNTS OF EDF 2023/2024

The Interim Accounts of EDF 2023/2024 can be found [here](#).

ANNEX 4 – INTERNAL AUDITORS’ REPORT ON THE INTERIM ACCOUNTS OF ELSA
2023/2024

ANNEX 4 – INTERNAL AUDITORS’ REPORT ON THE INTERIM
ACCOUNTS OF ELSA 2023/2024

The Internal Auditors’ Report on the Interim Accounts of ELSA 2023/2024 can be found [here](#).

The Internal Auditors’ Report will be available at the link above on 24th of March 2024.

ANNEX 5 – INTERNAL AUDITORS’ REPORT ON THE FINAL ACCOUNTS OF EDF
2022/2023

**ANNEX 5 – INTERNAL AUDITORS’ REPORT ON THE FINAL ACCOUNTS
OF EDF 2022/2023**

The Internal Auditors’ Report on the Final Accounts of EDF 2022/2023 can be found [here](#).

ANNEX 6 – INTERNAL AUDITORS’ REPORT ON THE INTERIM ACCOUNTS OF EDF
2023/2024

ANNEX 6 – INTERNAL AUDITORS’ REPORT ON THE INTERIM
ACCOUNTS OF EDF 2023/2024

The Internal Auditors’ Report on the Interim Accounts of EDF 2023/2024 can be found [here](#).

ANNEX 7 – PROPOSED REVISION OF THE BUDGET OF ELSA INTERNATIONAL AND THE
ELSA DEVELOPMENT FOUNDATION 2023/2024

ANNEX 7 – PROPOSED REVISION OF THE BUDGET OF ELSA
INTERNATIONAL AND THE ELSA DEVELOPMENT FOUNDATION
2023/2024

The proposed revision of the Budget of ELSA International 2023/2024 can be found [here](#).

The proposed revision of the Budget of ELSA Development Foundation 2023/2024 can be found [here](#).

ANNEX 8 – PROPOSED BUDGET OF ELSA INTERNATIONAL AND THE ELSA
DEVELOPMENT FOUNDATION 2024/2025

ANNEX 8 – PROPOSED BUDGET OF ELSA INTERNATIONAL AND THE
ELSA DEVELOPMENT FOUNDATION 2024/2025

The proposed Budget of ELSA International 2024/2025 can be found [here](#).

The proposed Budget of ELSA Development Foundation 2024/2025 can be found [here](#).

ANNEX 9 – DEBTORS OF ELSA INTERNATIONAL AND THE ELSA DEVELOPMENT
FOUNDATION AS OF 15TH MARCH 2024

ANNEX 9 – DEBTORS OF ELSA INTERNATIONAL AND THE ELSA
DEVELOPMENT FOUNDATION AS OF 15TH MARCH 2024

The list of debtors of ELSA and the ELSA Development Foundation can be found [here](#).

ANNEX 10 – LETTER OF AUTHORISATION

ANNEX 10 – LETTER OF AUTHORISATION

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

ANNEX 11 – PROXY

ANNEX 11 – PROXY

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

ANNEX 12 – NOMINATION MATERIALS

ANNEX 12 – NOMINATION MATERIALS

The template for the Nomination, Seconding and Confirmation Sheets can be found [here](#).