



Statutes 2020

The EMREX User Group

The EMREX User Group is formed by organizations in the EMREX network and interested parties to manage the network and to advance the use of EMREX. The abbreviation is EUG.

EUG is a non-profit organisation.

The purpose of the EMREX User Group is to:

- maintain the EMREX network including architecture and specifications
- support the uptake of EMREX in new countries and with new services
- plan and support dissemination activities around EMREX
- maintain the EMREX declaration (emrex.eu)
- contribute to and promote relevant standardization, especially around ELMO

Membership

There are two types of memberships:

1. **Full members**, meaning organizations responsible for one or more National contact points (NCPs). Full members constitute the backbone of EUG and they have voting rights
 - Full members get 1 vote
 - Full members get an additional vote for providing data for secondary level education
 - Countries running EMREX registry (EMREG) get an additional vote
2. **Associated members**, meaning parties interested in EMREX, either through having e.g. an SMP or considering building an NCP or SMP. Associated members can participate in the activities, but do not have voting rights.

New members can join through:

- Full member applicants can apply for membership which can then be approved by voting. The applicant needs to be endorsed by an EUG full member and fulfill the requirements for an NCP. The decision is made by full members by majority vote. No vote equals approval. After approval they can be allowed access to the network (e.g. will be added to EMREG).
- The applicant has to comply with the process described here (emrex.eu)
 - Executive committee has the right to adjust the process
- If an applicant does not get sufficient votes they are eligible for a new application after three months.
- Associated members are approved by the chair of the Executive Committee



Leaving the User Group

- A member can leave the User Group by informing the chair of the executive committee in writing. The member's NCP will then be removed from EMREG after a suitable period.
- The executive committee can, after suitable warning, restrict participation rights of a full member severely harming the network. The following Annual assembly can then by majority vote decide to revoke the membership of said member
- Executive committee has the right to remove any NCP's from EMREG that have not been functional for one month. The NCP can be reinstated in EMREG by executive committee when the NCP functional after application.

There is no membership fee. Every member covers their own costs.

Organisation

Annual Assembly, the meeting of the EUG members, discusses and directs the statutes of the User Group according to the aims described in the first article. The Annual assembly elects the Executive committee and the Chair of the Annual assembly and the Executive committee.

Moreover it possesses the following specific powers:

- a) to approve the reports of activities;
- b) to modify and approve the statutes of the organization;
- c) to dissolve the organization.

All decisions taken by the Annual Assembly require a 2/3 majority of the votes (present and proxy). Proxy votes are permitted; however, no attending member may act for more than 1/3 of all present votes, and written authorization is required from the members represented.

On the request of at least half the members plus one, the Chair of the Executive committee shall convene an extraordinary meeting of the Annual assembly, with a limited agenda. The invitation to the meeting has to be sent at least two weeks before an online meeting and four weeks before a physical meeting (also for regular meetings).

The Executive committee is elected by the Annual Assembly for a period of two years. The Executive committee consist of 3-8 members. If a member resigns, the home organization of the leaving member can appoint a new member in their place for the remaining term of office. All decisions taken by executive committee require a majority of votes from present members including the chair. When tied the chair having a casting vote. The executive committee has a quorum when at least half of members including chair are present. The responsibilities of executive committee include:

- Preparing a yearly action plan, which could include webinars, newsletters, conferences etc.



- Ensuring appropriate activities are taken to reach the goals in article 1
- Convenes the Annual Assembly

Policy group. The Executive Committee can invite suitable persons to form a separate Policy group. The purpose and tasks of the Policy group:

- To bring needed policy expertise and contacts to policy makers to strengthen the role of EMREX
- To advise the Executive Committee on policy issues
- To actively support the EMREX network in relevant policy groups

When deemed suitable, the Executive Committee can also form special task forces for specific issues.