

Based on Article 12 of the Law on Non-Governmental Organizations (Official Gazette of the Republic of Montenegro No. 39/11 and 37/17), the Founding Assembly of NGO Program za Životnu sredinu / Environment Program at the session of 30.08.2023. adopted changes and additions to the Statute and adopted the clear version of the text, as it follows

STATUTE of NGO "Environment Programme"

(EnvPro)

I. GENERAL PROVISIONS

Article 1.

EnvPro is a non-governmental association (non-governmental organization) established in accordance with the Law on Non-Governmental Organizations.

Article 2

EnvPro is a non-partisan, nonprofit and independent association.

Name and headquarters

Article 3

The full name of the non-governmental organization in the official language is "Program za Životnu sredinu". The association also has its name in the English language, which reads "Environment Programme", and the abbreviated name is EnvPro (hereinafter: EnvPro).

Article 4

The association operates in the territory of Montenegro and the region of Southeast Europe.

The seat of the association is in Podgorica, Baku b.b.

Article 5

The association is formed for an indefinite period of time.

Article 6

The association has a sign.

The sign consists of stylized letters EnvPro and the full name of the association.

Article 7

The association has a seal.

The seal is round, in the center of the seal is the sign EnvPro; one half of the edge of the seal is written in Latin script, which reads: Program za Životnu sredinu, and on the other half: Environment Programme.

Article 8

The association has a bank account.

Rules of procedure

Article 9

The Association has Rules of procedures, which detail the rights and obligations of executive and management bodies.

II. OBJECTIVES AND ACTIVITIES ENVPRO

Mission and objectives of EnvPro

Article 10

EnvPro is an NGO that works to create an environment for raising awareness, knowledge and action in the field of sustainable planning and integration of social, economic and environmental issues in Montenegro and Southeast Europe. This NGO supports various forms of action that make people and organizations use advanced knowledge, experiences and tools to make better use of natural resources to improve the quality of life and build a more sustainable future, empowerment itself and networking. EnvPro seeks to integrate environmental issues into other sectors, in multidisciplinary solution finding, innovation in planning and implementation, as well as science and policy coupling.

The goals of EnvPro are:

- To combine the global science range and external expertise with local knowledge to increase aspirations for sustainable development and to find applicable models for the development of local areas.
- To ensure capacity building and delivery of innovative solutions that meet the needs of people and nature.
- To work on the development of exquisite professional standards based on an inter-sectoral approach and involvement of different stakeholders.
- To generate support in tools and human resources for economic, social and other issues of conservation and sustainable development.

To achieve these goals, EnvPro will cooperate with different stakeholder groups to empower own action and action of its partners in Montenegro and south east Europe

Activities of EnvPro

Article 11.

For the purpose of achieving desired objectives stated in article 10 of this Statute, EnvPro will engage in the following activities:

- a) Adjustment of the institutional framework for more effective and efficient implementation of sustainable development policies and ecologically acceptable principles of action and societal development.
- b) Dynamic analysis of socio-economic factors and parameters in the field of sustainable development in order to improve the processes of planning, decision making and realizing their long-term effects.
- c) Planning, managing and monitoring biodiversity conservation programs and developing sectors that have a positive impact on biodiversity and sustainable future such as tourism, rural development, energy efficiency, sustainable agriculture.
- d) Defining operational systems and management structures within the field of environmental protection, tourism and rural development.
- e) Strengthening the capacities of local communities, organizations and institutions for access, participation and distribution of benefits in the processes of planning and implementation of a sustainable future from both socio-economic and environmental protection aspects.
- f) Capacity building for the integration of youth, vulnerable groups and fair socio-economic distribution from the gender sensitive point of view in sustainable development efforts.
- g) Capacity building and practice of multi-sectoral approach, mediation in promoting volunteerism, youth education and active participation.
- h) Cooperation with other non-governmental organizations, institutions, local and national governments and relevant ministries in Montenegro and internationally.

EnvPro will not, directly or indirectly, participate or influence political campaigns, or give support to any candidate with governmental function.

III PUBLICITY OF WORK OF ENVPRO

Article 12

The work of the association is public.

The Association realizes the work of the public by advertising on its website, publishing Annual work reports, promotional materials, and media.

IV INTERNAL ORGANIZATION AND ENVPRO BODIES

Article 13

The bodies of EnvPro are the Assembly, the Steering Committee and the person authorized for representation - the Executive Director.

Assembly of EnvPro

Article 14

The Assembly is the highest governing body of EnvPro and is made up of all members of the association.

The duties of the Assembly

Article 15

The assembly:

- a) Elects the President of the Assembly;
- b) Adopts the Statute;
- c) Adopts amendments to the Statute;
- d) Decides on changes of objectives and activities,
- e) Elects and dismisses the person authorized for representation - the Executive Director;
- f) Elects and dismisses the Steering Committee;
- g) Decides on membership in alliances and other forms of cooperation;
- h) In case of termination of work of EnvPro, decides on the distribution of remaining assets;
- i) Adopts work reports between two sessions of the Assembly;
- j) Decides on other issues for which the Statute does not obligates other EnvPro bodies.

The work of the Assembly is specified by the Rules of Procedure of the Assembly.

Assembly sessions

Article 16

The Assembly works in sessions.

Meetings of the Assembly can be regular and non-regular.

The regular session is held annually, in the period from January 15 to April 15.

Article 17

The sessions of the Assembly are convened and run by the President of the Assembly, and in case of absence, the Deputy.

The Assembly is convened not later than 15 days before the written invitation to each member of the Assembly.

The invitation contains a draft agenda, and for the election sessions of the Assembly, a call for candidature is sent to the members.

The Chairperson shall determine the quorum, and ensure all relevant materials necessary for the successful work of the Assembly.

Article 18

The work of the Assembly sessions is public.

Exceptionally, the public can be excluded by the decision of 2/3 of the present members of the Assembly.

Non-regular session

Article 19

A non-regular session of the Assembly shall be convened by the President of the Assembly or the Executive director.

The convening of a non-regular session of the Assembly may be requested by 1/2 members of the Assembly or the Steering Committee.

If the President of the Assembly does not convene a non-regular session within 30 days from the day of submitting the request, then 1/2 members of the Assembly or the Steering Committee may convene the Assembly by themselves.

If the Assembly initiates 1/2 members, they are obliged to appoint a person who will convene and chair the session.

Article 20

Minutes on the work of the Assembly are kept.

The Assembly will elect the scorer/s from among the present members.

The session minutes of the assembly shall include:

- place and day of the session,
- agenda,

- names of the present and absent members of the Assembly,
- personal name of the Chairman and personal name of the scorer,
- course of work and summarized content of the issues that are discussed with the names of the persons who participated in the discussion,
- results of voting on certain items on the agenda,
- conclusions on making decisions,
- completion time.

The minutes shall be signed by the Chairman of the Assembly and the scorer after the determination of all members that it truthfully reflects the above items. The minutes of the work of the Assembly are kept in the archives of the association as a permanent value document.

Decision-making

Article 21

The Assembly can convene and decide only if the majority of the members are present.

The Assembly shall make decisions by a simple majority of the members present.

Exceptionally, the decision to change the Statute is made by the absolute majority of the present members, and the decision on termination of the Center's work by a two-thirds majority of all members.

Article 22

The Assembly decides by public vote in regular sessions. Public voting is done by raising a hand or by singling out members.

The Assembly may decide to hold a secret ballot for certain matters, at the request of a majority of its members. Secret voting is done through ballot papers.

Mandate of the Assembly is limited to 5 years.

The assembly is revoked if it does not perform the responsibilities from the statute, after the consent of 2/3 of the members of the assembly.

Steering Committee

Mandate

Article 23

The Steering Committee takes care of the management of tasks that ensure the efficient implementation of the work plan and the development of the association, or the successful implementation of activities

related to the goals and activities of the association. The Steering Committee controls the work of associations and person authorized for representation - the Executive Director.

The Steering Committee has 5 members, who elect the President of the SC.

Mandate of the Steering Committee is limited to 5 years.

Candidature and selection

Article 24

Candidates for the members of the Steering Committee must be Montenegrin citizens, who are not functionaries, nor are the members of the political parties.

Article 25

Candidates for membership of the Steering Committee shall be submitted to the Assembly in writing no later than 72 hours before the Assembly.

The candidature should contain a short biography of the candidate and explanation of the candidature.

Article 26

The election of members of the Steering Committee is carried out by voting of members of the Assembly on each candidate individually.

The nominees who have won only the highest number of votes are elected to the Steering Committee.

In the event that two candidates for the last seat in the Steering Committee receive the same number of votes, a second round of elections will be held.

Article 27

The Steering Committee:

- a) follows and provide councils to the program operations of EnvPro,
- b) contribute to makin strategic decisions in order to implement the work and development plan of EnvPro,
- c) decides on the establishment of working bodies of EnvPro,
- d) performs other activities related to the achievement of the objectives of EnvPro, unless otherwise provided in this Statute.

The Steering Committee work is defined by the Rules of procedure on SC that is adopted at the first session.

Article 28

In its work, the Steering Committee suits the Assembly.

The members of the Steering Committee shall equally represent and promote the association in the country and abroad and shall improve its work in accordance with the Rules of procedure of the Steering Committee.

Sessions

Article 29

The majority of the members of the Steering Committee must attend the meetings of the Steering Committee. The dynamics of the sessions are determined by the Rules of Procedure of the Steering Committee.

The Steering Committee makes the decision by a simple majority of all members.

The Steering Committee meetings are always attended by the Executive Director of the organization, without the right to vote.

Every session of the Steering Committee will have a record.

Minutes from the meetings of the Steering Committees shall be kept in the archives and shall be made available to the Executive Director of the Association.

Termination of mandates of the members of the Steering Committee

Article 30

A member of the Steering Committee may terminate the term before the expiration of the period to which it was elected:

- a) on a personal request,
- b) by revocation.

Article 31

The revocation of a member of the Steering Committee may be due to:

- a) serious violations of the provisions of the Statute and the Rules of procedure,
- b) abuse of the position and causing damage to the reputation of the association,

- c) due to the unconscientious and irresponsible performance of his duties,
- d) in case of non-submission of duties for more than 6 months.

The member of the Steering Committee is recalled by the Assembly on the proposal of the Executive derector.

In case of termination of the mandate of a member of the Steering Committee, the procedure for the election of a new member of the Steering Committee for the remaining part of the mandate shall be conducted.

Person authorized to represent - Executive Director

Article 32

The Executive Director shall be elected by a decision of the Assembly for a period of five years.

Responsibilities of the Executive Director

Article 33

The Executive Director:

- a) represent the organization;
- b) directs the work of the association between the two Assemblies in accordance with the law, the Statute and other acts of this NGO;
- c) takes care of the property, collection and distribution of financial resources, and is orders the payment of funds;
- d) validates official documents and keeps the seal;
- e) Edits the job description in the organization;
- f) Is responsible for its work to the Assembly, and between the two Assemblies to the Steering Committee;
- g) proposes to the Steering Committee the work and development plan of the association, the annual work report and the annual financial report of the association,
- h) makes decisions on the employment of persons in the organization, with prior notification of the Steering Committee,
- i) appoints the financial director of EnvPro,
- j) appoints participants in the international activities of EnvPro,
- k) proposes to the Assembly the Rules of procedure on the work of EnvPro and the Regulations on the work of branch offices,
- l) takes care of the implementation of the decisions of the Steering Committee.

In his work, the Executive Director reports to the Assembly.

The executive director may be dismissed from his position in the following cases:

- if there are losses in the business of EnvPro;
- if he causes damage to EnvPro through his negligent or unprofessional work or exceeding his authority, or anyone who could have suffered damage as a result;
- due to his inability to organize and manage the tasks entrusted to him and the tasks within his scope.

V. ASSOCIATION AND TERRITORIAL ORGANIZATION OF THE ENVPRO

Article 34

EnvPro can connect and become a member of local and international networks, associations or institutions in the country and abroad.

The decision on joining networks, associations or institutions referred to in paragraph 1 of this Article shall be made by the Assembly, on the proposal of the Steering Committee or the Executive Director of EnvPro.

Article 35

The organization can establish project offices, branches and form associations.

The internal organization, duties, as well as other rights and obligations of such offices are regulated by the Rules of Procedure of the said offices, which is in accordance with the law, the Statute and other acts of the association.

The decision to establish additional offices is made by the Steering Committee.

VI. ASSETS AND ECONOMIC ACTIVITIES

Assets of the association

Article 36

EnvPro acquires assets from donations, voluntary contributions, gifts, financial subsidies, providing services and otherwise legally permitted.

EnvPro is responsible for its obligations with all its assets.

Article 37

No property or earnings of an organization may be distributed or exploited for the benefit of a private person or an undisciplined organization. Assets and salaries can be allocated for the purpose of

conducting non-profit activities, such as the payment of a fair market value of the purchased property or as justified compensation for the services provided.

Article 38

In the case of the termination of the association's existence, by reason of the law provided for the reasons for termination, assets are allocated to one or several non-governmental organizations with similar goals, and the decision is made by the Assembly.

Economic activity

Article 39

EnvPro carries out economic activity in the field of its activities in accordance with special regulations governing the performance of this type of activity.

The economic activities carried out by EnvPro are:

- information and communications;
- professional, scientific and technical activities;
- education; and
- tourism.

The profit that EnvPro achieves by performing an economic activity can be used exclusively for achieving the objectives of the association in the territory of Montenegro.

VIII. CONFLICT OF INTEREST

Article 40

The members of all bodies of the association are obliged to take into account possible conflict of interest.

In case of possible conflict of interest, they are obliged to report the same and to be exempt from the decision.

IX. FINAL REGULATIONS

Article 41

The initiative for amending the Statute may be initiated by the Executive Director, the Steering Committee and the Assembly in accordance with the Rules of procedure.

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The initiative for amending and supplementing the Statute shall be submitted in writing to the Assembly which is obliged to include the initiative on the agenda for the first regular session of the Assembly.

The proposal for amendment of the Statute must contain the exact formulation of the Articles of the Statute which are changed and the explanation of the amendment to the Statute.

Article 49

This Statute is enforced on the Assembly held on August 30. 2023.



Ana Katnić

