

Pursuant to Article 18 of the Law on Associations and Foundations 2010 (“Official Gazette of the Republic of Macedonia” No. 52/2010) and the Assembly of the Association **Institute for Policy Research and Analysis ROMALITIKO Skopje**, at the Assembly session on August 20, 2018 made amendments to the Statute and adopted the following text of the Statute:

## **STATUTE**

of

Association Institute for Policy Research and Analysis ROMALITICO Skopje

### **Article 1**

Association Institute for Policy Research and Analysis ROMALITICO Skopje, is a voluntary, non-profit, non-governmental, non-partisan citizen association, established with the free association of citizens to realize, protect and reconcile their interests and beliefs in promoting civil society, and for the purpose of carrying out activities and activities to promote moral values, strengthen inter-ethnic relations and economic development in the territory of Macedonia and beyond, in accordance with the Constitution and the law.

### **Article 2**

Association Institute for Policy Research and Analysis ROMALITICO Skopje will work on research and policy analysis aimed to ensure dignified life of Roma in multiethnic Macedonia.

### **Article 3**

Association **Institute for Policy Research and Analysis ROMALITICO Skopje** operates on the territory of the Republic of Macedonia. The Association in its activity may cooperate with organizations, associations, foundations and institutions, and may be members of associations in the country and abroad in accordance with the Constitution and the Law of the Republic of Macedonia and this Statute.

### **Article 4**

The Association as an Association shall realize its goals, tasks and activities in accordance with the Constitution of the Republic of Macedonia, the Laws of the Republic of Macedonia and this Statute.

### **Article 5**

The name of the association is:  
Здружение Институт за истражување и анализа на политики РОМАЛИТИКО Скопје

The name in English is:

**Association for Research and Policy Analysis ROMALITICO Skopje**

The abbreviated name of the Association is:

**РОМАЛИТИКО Скопје**

The abbreviated title of the English Language Association is:

**ROMALITICO Skopje**

### **Article 6**

The headquarters of the association is in **Skopje on Dimitrie Chupovski street No.25 / 1, Skopje**, and it is organized and operates on the territory of the Republic of Macedonia, but also wider at regional and international level.

### **Article 7**

Association **Institute for Policy Research and Analysis ROMALITICO Skopje** is a legal entity with rights, obligations and responsibilities arising from the Laws and the Statute of the association.

The association has its own seal and stamp.

The stamp is round and contains the name of the association in Cyrillic alphabet. **Институт за истражување и анализа на политики РОМАЛИТИКО Скопје** and in English in Latin **alphabet Institute for Research and Policy Analysis ROMALITICO Skopje**

The seal of the Association is rectangular with the following text: in Macedonian cyrillic alphabet:

Институт за истражување и анализа на политики  
**РОМАЛИТИКО**                      С К О П Ј Е  
Institute for Research and Policy Analysis  
**ROMALITICO**                      S K O P J E

Number.

\_\_\_\_\_20\_\_\_\_\_year.

### **Goals and tasks of the Association**

### **Article 8**

Citizens are affiliated to the Association for the sake of a wider common interest. The mission of the association is to create and promote a dynamic open society through analysis, research, consultancy and public policy training targeting Roma in the Republic of Macedonia and beyond. The vision of the Association ROMALITICO Skopje Institute for Policy Research and Analysis is: to provide a dignified life for Roma in an inclusive and multiethnic Europe.

The main goals and objectives of the Association are:

- Conducting research, analysis, consultancy, trainings, and projects in the fields of: economy, law, politics and gender equality in the Republic of Macedonia and beyond
- Providing timely accurate and independent data on the situation of Roma in the abovementioned areas in the Republic of Macedonia and providing expert analysis
- Raising awareness among Roma about the importance of certain issues related to the above areas and encouraging them to participate in processes
- Improving the status and position of Roma and their representation
- Promoting open participatory and inclusive decision-making at national and local level
- Supporting and facilitating the Europeanization process of the Republic of Macedonia

### **Article 9**

In order to accomplish the goals and tasks of the association, programs are created that will be managed by the management.

The association achieves its goals by:

- Research activity in the fields of interest of the Institute ROMALITICO Skopje Institute for Policy Research and Analysis
- Advocacy through conferences, trainings, workshops, seminars, debates and trainings
- Preparing and publishing printed and electronic publications
- Using modern methods (web tools)

### **Membership**

### **Article 10**

Member of the Association **ROMALITICO Skopje Research and Policy Analysis** Institute may be any adult citizen, citizen of the Republic of Macedonia and / or a foreigner, qualified for research work defined in Article 2 of this Statute, who will voluntarily access the Association by giving a written statement and who will accept the goals and objectives of the association listed in this Statute, as well as the methods for achieving them.

Individuals who are not citizens of the Republic of Macedonia may also participate and participate in the Association, provided that and in a manner determined by law.

The Assembly decides on membership in the Association by a majority of votes of those present. Voting can also take place electronically.

The Association **Institute for Policy Research and Analysis ROMALITICO Skopje** maintains a membership register which is updated annually. The data from the register are protected in accordance with the regulations on personal data protection and classified information.

### **Article 11**

The member has the right to elect and be elected in the bodies of the Association, to participate in the work of the Association, to contribute to the development, promotion and popularity of the Association, to voluntarily renounce membership, to express his views on questions. The right to be elected is restricted to juvenile members.

## **Article 12**

The members of the Association are obliged to:

- respect the Statute,
- attend meetings, submit data and reports on the work of the Association in achieving the goals of the Association
- to take an active part in the implementation of the Program of activities of the Association,
- carry out the activities provided for in the Work Program.

## **Article 13**

Membership in the Association may terminate:

- at the request of the member of the Association,
- at the request of the Managing Board of the Association,
- non-compliance with the Statute and the obligations arising from it,
- if it acts against the objectives of the Association.

The decision for termination of the membership in the Association is adopted by the Assembly with prior procedure for determining the reasons for the violation of the Constitution of the Republic of Macedonia, the Law on Citizens' Associations and Foundations or the Statute of the Association ROMALITICO Skopje Institute for Policy Research and Analysis. The decision on the procedure is taken by the person who represents the association.

## **Publicity of the work**

### **Article 14**

The work of the **Institute for Policy Research and Analysis ROMALITICO Skopje** is public. The publicity of the work is provided by regular reporting (to members, other associations or the general public) on the operations and activities of the Association, with insight into the implementation of program tasks, by reporting to the bodies and bodies of the Association for material and financial operations and more.

Press, radio, television, the official website [www.romalitico.org](http://www.romalitico.org), as well as a magazine and a public notice board that stands in a prominent place on the premises of the association, are used to inform members and the general public

## **Financing the Association**

### **Article 15**

The Association realizes funds from:

- membership fee,
- donations, voluntary contributions,
- grants
- gifts
- sponsorships
- the budget of the Republic of Macedonia and the local self-government,

- providing services to other associations, organizations and institutions
- commissions from authorities, organizations,
- income from professional and other activities
- from other sources provided by the Law and the Statute

#### **Article 16**

Use and disposal of the Association's funds obtained on the basis of the preceding article shall be affected in the manner prescribed by this Statute and other statutory norms, determined by the financial plan and on the basis of valid documents.

#### **Article 17**

The Management board shall decide on the use and disposal of the funds in accordance with the competencies set forth in this Statute.

#### **Article 18**

Association **Institute for Policy Research and Analysis ROMALITICO Skopje** adopts an annual financial plan for the income and expenses of the Association.

The financial plan shall contain the income accruing under Article 16 of the Statute, as well as expenditure on social activity, salaries of employees, materials, operating expenses of the Association and other expenses related to the operation of the Association. The financial plan can be changed at any time.

### **Bodies of the Association**

#### **Article 19**

Bodies of the **Institute for Policy Research and Analysis ROMALITICO Skopje** are:

1. Assembly
2. Management Board
3. Director

### **Assembly of the association**

#### **Article 20**

The Assembly is the highest body of the Association. The Assembly of the Association **Institute for Policy Research and Analysis ROMALITICO Skopje** is made up of all members of the Association.

The Assembly meets as needed and at least once a year.

#### **Article 21**

Sessions of the Assembly are convened by the President of the Assembly on his own initiative, or at the initiative of at least two members of the Assembly.

If the President of the Assembly does not convene the Assembly within 7 days of the proposal, the session of the Assembly may be convened by the Managing Board or the Director of the Association.

The sessions of the Assembly are also convened upon the proposal of the Management Board. A meeting of the Assembly may also be convened upon the proposal of the Director of the Association.

## **Article 22**

The Assembly of the Association Institute for Policy Research and Analysis ROMALITICO Skopje elects a Management Board from among its members.

## **Article 23**

The Assembly may decide fully if more than one half of the total number of members is present.

As a rule, the Assembly makes decisions by a majority vote of the members present.

The Assembly shall decide by secret ballot or by public vote. Voting can also take place electronically.

Each member of the Assembly shall have one vote.

If the majority of the members are not present at the first convocation of a session of the Assembly, within seven days a new session of the Assembly is convened, at the new session if half of the members are not present again, the Assembly may decide by a majority vote of the members present. This paragraph shall not be valid unless otherwise provided by another article of this status.

Members of the Assembly should at all times have the aims and interests of the Association above the individual or specific goals of any other party.

## **Article 24**

The Assembly of the Association **Institute for Policy Research and Analysis ROMALITICO Skopje** decides by a two-thirds majority on:

- Amendments to the Statute
- Termination or merger of the Association with another Association; and
- To change the purpose of association

## **Article 25**

The Assembly does the following:

- Adopts the Statute of the Association **Institute for Policy Research and Analysis ROMALITICO Skopje** and makes amendments thereto;
- Adopts an annual report, guidelines and work plan,
- Adopts the final account and financial plan,
- Decides on joining or splitting from another association and on joining alliances and international organizations.
- Elects President of the Assembly

- Adopts the Strategy and work program of the Association;
- Elects and dismisses Board members;
- Elects and dismisses the Executive Director of the Association;
- Monitors the financial position of the Association between the two Assemblies;
- Discusses the results of the development of the Association and makes recommendations for further development of the Association;
- Decides on the admission of new members and termination of membership;
- Determines the sign and motto of the Association
- Decides on the termination or merger of the association with a two-thirds majority;

#### **Article 26**

President of the Assembly of the **Institute for Policy Research and Analysis ROMALITICO Skopje**

- Convenes and chairs the Assembly
- Promotes the Association in public
- Signs the decisions and the minutes adopted by the Assembly
- Gives suggestions and initiatives to improve the work of the association
- Performs other activities in accordance with the Statute

The President of the Assembly is elected by the Assembly for a two-year term with the right to be re-elected.

#### **Management board**

#### **Article 27**

The Managing Board of the Association **Institute for Policy Research and Analysis ROMALITICO Skopje** consists of an Executive Director and two members of the Assembly.

#### **Article 28**

The mandate of the members of the Management Board shall be two years with the possibility of re-election. The members of the Management Board are elected by the Assembly by a majority vote. The work of the Management Board is managed by the Director.

#### **Article 29**

The Board of Directors does the following:

- convenes a session of the Assembly;
- Prepares the sessions of the Assembly, prepares materials for the sessions of the Assembly;
- Proposes the draft statute, proposes amendments to the statute and prepares other decisions to be adopted by the Assembly;
- Implements the policy, conclusions and decisions adopted by the Assembly;
- Performs the statutory and programmatic tasks of the Association;
- Prepares annual and periodic report on the work of the association;
- Propose an annual work program;

- Adopts appropriate rulebooks,
- Gives consent for the purchase and disposal of fixed assets;
- Gives consent to the Rulebook on the Organization and the Tasks of the Professional Service of the Association, and controls its operation;
- Make decisions on complaints and appeals;
- Proposes and implements a financial plan and prepares a final statement
- Performs other duties arising from the needs of the Statute of the Association and the Law.

### **Article 30**

The Management Board reports to the Assembly of the Association for its work. The Management Board meets at least three times a year.

The meeting of the Management Board is convened by the Executive Director or at least one member of the Management Board.

The session is chaired by the Executive Director, and in his/her absence will be chaired by a member of the Management Board who will be appointed by the Executive Director.

The Management Board members should at all times have the goals and interests of the association above the individual or specific goals of any other party.

### **Article 31**

The Management Board makes decisions by consensus. If no consensus can be reached, the Management Board shall make decisions by a majority of the members.

#### **Article 31-a**

A member of the Management Board may be removed prior to the expiry of the mandate if he/ she:

- Quit
- Does not fulfill its obligations under this Statute

The member of the Management Board shall be dismissed by the Assembly with majority votes.

### **Executive Director**

#### **Article 32**

The Executive Director is elected for a term of 2 years with the right to be re-elected.

The Executive Director is the main holder of the executive and program functions of the association.

#### **Article 33**

The Executive Director as the main holder of the executive and program functions of the association has the following rights, duties and responsibilities:

- represents the association in front of third parties;



- signs contracts on behalf of the association;
- Sign acts adopted by the Board of Directors
- makes decisions regarding the employment status of employees
- is a signatory to a bank account of the Association
- represents the Association in property and legal matters
- cooperates and communicates with partners and clients;
- take care of the continuous strengthening of internal capacities in accordance with the strategy of the organization;
- take care of the quality assurance and evaluation of the services offered / delivered;
- manages day-to-day activities, coordinates various program tasks, communicates with members and external experts to accomplish them;
- coordinates advocacy and promotion activities;
- manages and is responsible for the management of the property of the association;
- proposes adoption of work guidelines and annual work plan and is responsible for their implementation;
- take care of the documentation of the Association
- it is responsible for the legality of the Association
- proposes to the Board of Directors the development of strategic documents and guidelines for the operation of the organization, for financial reporting and for ensuring financial transparency and accountability;
- implements the policy, conclusions and decisions made by the Managing Board;
- Is accountable to the Assembly of the Association for his work
- performs other duties determined by law, the statute or the guidelines adopted by the Assembly of the Association Institute for Policy Research and Analysis ROMALITICO Skopje

### **Article 33-a**

The mandate of the Executive Director may also be terminated before its expiry if he / she:

- Quit
- Does not respect the Statute
- Does not implement the work plan and programs

A proposal for dismissal of the Director is given by the President of the Assembly or one third of the members of the Assembly.

### **Termination of the Association**

#### **Article 34**

The Association ceases to operate in the following cases:

- If 2/3 of the members of the Assembly of the Association vote for it;
- If the number of members decreases below the number determined by the Law on Establishing an Association;

- If there are reasons set forth in Article 63 of the Law on Associations and Foundations. The decision on termination of the Association shall be adopted by the Assembly by a two-thirds majority.

The founders of the Association Institute for Policy Research and Analysis ROMALITICO Skopje have the right to abolish the association.

#### **Article 35**

In the case of termination of the work of the Association, property and other rights and revenues that remain after settling the obligations are transferred in possession of the equivalent organization of the association.

#### **Article 36**

If the conditions laid down in Article 35 cannot be fulfilled, in the case of termination of the operation of the association, his property shall be transferred to the ownership of the Republic of Macedonia.

#### **Transitional and final provisions**

#### **Article 37**

An interpretation of the provisions of this Statute is provided by the Assembly of the Association, and between the two Assemblies, the Management Board of the Association.

#### **Article 38**

Amendments to this Statute shall be made by the same procedure as for its adoption.

#### **Article 39**

This Statute shall enter into force on the day of its adoption and amendment and submission to the Central Registry of the Republic of Macedonia.

Date and place  
August 24, 2018  
Skopje

Director and legal representative  
Suad Skenderi

