



## **THE GLOBAL NGO EXECUTIVE COMMITTEE BYLAWS <sup>1</sup>**

### **PREAMBLE**

- 1) Members of the Global NGO Executive Committee, Inc. (hereinafter referred to as the “Executive Committee”) are elected by non-governmental organizations (NGOs) associated with the United Nations Department of Global Communication (DGC). Each accredited NGO has one vote in the annual election. The mandate of the Executive Committee emanates from Article 71 of the Charter of the United Nations, United Nations General Assembly resolution 13(1), and Annex 1 of 13 February 1946. In 1968, the Economic and Social Council, by Resolution 1297 (XLIV) of 27 May, called on DPI to associate NGOs, bearing in mind the letter and spirit of its Resolution 1296 (XLIV) of 23 May 1968, which stated that an NGO "...shall undertake to support the work of the United Nations and to promote knowledge of its principles and activities, in accordance with its own aims and purposes and the nature and scope of its competence and activities”.
- 2) The Bylaws, along with the Policies and Procedures of the Executive Committee represent the process by which the Executive Committee carries out its obligations to NGOs throughout the world that are associated with DGC.

### **ARTICLE I: GOALS AND PURPOSES**

- 1) The Executive Committee shall reflect the diverse issues and international composition of NGOs associated with DGC.
- 2) The Executive Committee’s goals and purposes are to
  - a) represent the concerns and interests of NGOs associated with DGC in their efforts to further the goals of the United Nations; and
  - b) serve as an advisory board to, and to liaise with, DGC on activities of mutual interest.

### **ARTICLE II: EXECUTIVE COMMITTEE**

- 1) The Executive Committee shall:
  - a) provide leadership and strategic direction for the NGOs with respect to their association with DGC;
  - b) seek input from NGOs associated with DGC throughout the world on their priority issues, needs and concerns;
  - c) help NGOs become more knowledgeable about, and make effective use of, information provided through the United Nations on the purposes, policies, actions and programs of the United Nations;
  - d) hold regular meetings, including an Annual Meeting, to coordinate its work and formulate its future activities;

<sup>1</sup> As adopted \*\*\*\*\*date of adoption to be inserted here\*\*\*\*\*.

- e) in close cooperation with DGC, develop and follow-up on initiatives of mutual concern that further the goals of the United Nations, including the United Nations Civil Society Conference;
  - f) communicate with NGOs associated with DGC through its website, the *NGO Reporter*, and other means;
  - g) oversee the work of the Subcommittees; and
  - h) manage the financial affairs of the Executive Committee.
- 2) The Executive Committee shall comprise:
- a) Eighteen (18) voting members, who include five (5) officers – a President, a First and Second Vice President, a Secretary and a Treasurer – and thirteen (13) other elected members who shall be called Directors.
  - b) The terms ‘President’ and ‘Vice President’ replace ‘Chair’ and ‘Vice Chair’ to avoid confusion with the term ‘Chair’ being used for heads of Sub-Committees and to comply with terminology recognized in the banking industry.
  - c) Non-voting members:
    - i) Regional NGO Coordinators, appointed for a period of 2 years by the Executive Committee from among regional organizations associated with DGC;
    - ii) Advisers to the Executive Committee who are appointed at the pleasure of the President;
    - iii) A representative of the World Federation of United Nations Associations (WFUNA); and
    - iv) A representative of the United Nations Association of the USA.
    - v) A representative of the Conference of NGOs in Consultative Relationship with the United Nations (CoNGO).
  - d) Non-voting participants:
    - i) A representative of DGC
- 3) The Officers shall comprise a President who shall provide overall direction for the work of the Executive Committee; two Vice-Presidents who shall act as deputies of the President, a Secretary who shall be responsible for the organization and recording of meetings of the Executive Committee; and a Treasurer who shall oversee the financial operations of the Executive Committee.

### **ARTICLE III: NOMINATIONS AND ELECTIONS**

- 1) A candidate for the Executive Committee shall be an individual affiliated with an NGO associated with DGC in good standing and must be nominated by his/her organization or by a representative from another NGO associated with DGC in good standing. If nominated by another organization, the candidate must obtain the endorsement of his/her organization. Elected individuals act in their personal capacity.
- 2) Election of members of the Executive Committee shall be by ballot as follows:
  - a) President
  - b) Vice Presidents: The successful candidate with the highest number of votes becomes the 1<sup>st</sup> Vice President, second highest 2<sup>nd</sup> Vice President.
  - c) Secretary
  - d) Treasurer
  - e) Directors
- 3) Three of the Officers of the Executive Committee, namely the President, the Secretary and the Treasurer, must be residents of an area within easy driving distance of New York City so that they are able to attend meetings of the Executive Committee in person and to meet with UN officials and essential service organizations, such as banks, as necessary.
- 4) Results of the election shall be announced at the Annual Meeting.

#### **ARTICLE IV: TERMS OF OFFICE**

- 1) Members elected to the Executive Committee shall serve a term of two (2) years beginning immediately following the Annual Meeting in June, and they may be eligible for re-election for an additional term of two (2) years.
- 2) After completion of two (2) terms (4 years) of service on the Executive Committee, a lapse of at least two (2) years is required before that person can be re-nominated for election to the Executive Committee, unless that person runs and is elected as an Officer.
- 3) A Director, if elected as an Officer, may serve additionally for two (2) full terms of two (2) years each, In no circumstance shall any member serve more than a total of eight (8) consecutive years.
- 4) The President shall be nominated from among members or former members of the Executive Committee.

#### **ARTICLE V: MEETINGS**

- 1) The President of the Executive Committee shall convene the following meetings:
  - a) Retreat, after the Annual Meeting and before the first regular meeting of the Executive Committee.
  - b) Regular meetings of the Executive Committee: approximately once a month from September through June.
  - c) Officers' meetings: approximately once a month from July to June in order to address matters that arise between the regularly scheduled meetings of the Executive Committee;
  - d) Special meetings of the Executive Committee: when appropriate, at any time;
  - e) Annual Meeting: to be held in June no later than June 30 each year.
- 2) A quorum of ten (10) voting members of the Executive Committee present is required to conduct a regular meeting and an Annual Meeting.
- 3) Each of the voting members of the Executive Committee has one vote, with the exception of the President who may only vote to break a tie vote. Adoption of a motion will be by a majority vote of those present and voting .Proxy voting is not permitted.

#### **ARTICLE VI: STANDING AND AD HOC SUBCOMMITTEES**

The Executive Committee shall establish standing subcommittees to facilitate its work on specific subjects. It may also establish ad hoc subcommittees as it deems necessary.

#### **ARTICLE VII: UNITED NATIONS CIVIL SOCIETY CONFERENCE**

- 1) The Executive Committee collaborates with DGC in the organization of the United Nations Civil Society Conference, held at United Nations Headquarters in New York or at other locations.
- 2) The Planning Committee of the Conference, convened jointly by the Executive Committee and DGC, shall be responsible for organizing and conducting the Conference.

## **ARTICLE VIII: AMENDMENTS**

Amendments to the Bylaws to improve the functioning of the Executive Committee shall be submitted to the President, who shall forward them to the Bylaws Subcommittee for consideration. New amendments approved by the Bylaws committee must be approved by two-thirds (2/3) present or online of voting members of the Executive Committee. The Bylaws must also be approved at the Annual Meeting by two-thirds (2/3) vote.