



## ***INTERNAL RULES OF ENS YGN***

### **PRELUDE**

The European Nuclear Society, Young Generation Network (ENS YGN) supports and works within the Statutes of the European Nuclear Society (ENS) as applicable. In addition, the ENS YGN works to and within the Internal Rules stated within this document.

### **HEADING I – NAME, REGISTERED OFFICE, TERM, ACCOUNTING PERIOD**

#### **ARTICLE 1 – Name and designation**

The ENS YGN is a sub group affiliated to the non-profit-making association known as “The European Nuclear Society”; the use of “ENS” is allowed.

#### **ARTICLE 2 - Term**

The constitution and dissolution of the ENS YGN is bound by Article 3 of the ENS Statutes.

### **HEADING II – AIMS**

#### **ARTICLE 3 - Aims**

The aims of the ENS are to promote and to contribute to the advancement of science and engineering in the field of the peaceful uses of nuclear energy by all means and in particular by:

- a) Fostering and co-ordinating the activities of the Member Organisations;
- b) Encouraging exchanges between the Member Organisations;
- c) Encouraging the exchange of scientists and engineers between different countries;
- d) Disseminating information;
- e) Ensuring that the ENS has adequate means of publication;
- f) Sponsoring meetings devoted to scientific and technical matters;
- g) Fostering engineering education and training;
- h) Encouraging scholarships;
- i) Co-operating with international governmental and non-governmental organisations and with other organisations having similar aims;
- j) Promoting international standardisation in the nuclear field;
- k) Encouraging the formation of organisations of nuclear scientists and engineers in places where no such organisations yet exist.

The ENS can undertake any operations either directly or indirectly related to its aims and can share activities that are similar or connected to its aims.



Within the frame of above-mentioned aims, ENS YGN, as a sub group within ENS, promotes and contributes to the advancement of science and engineering in the field of the peaceful uses of nuclear technology by all suitable means and in particular by:

- a) Promotion of knowledge exchange;
- b) Training and encouraging new leaders;
- c) Attracting young people to the nuclear field and encouraging them to stay in the field;
- d) Creating a platform for career development and networking among the young people.

Further, the ENS YGN supports the aims of the ENS listed in Article 5 of the ENS Statutes.

The ENS YGN can undertake any operations both directly, or indirectly, related to its aims and can share activities that are similar or connected to its aims.

### **HEADING III – ACTIVITIES**

ENS YGN is supporting regular activities to fulfil its aims and contributing to its visibility. Maintaining high quality for these activities is of ENS-YGN core committee members' responsibility.

**Jan Runermark award:** this price is awarding a senior member of Nuclear Community for his strong support to young generation activities.

#### **European Nuclear Young Generation Forum (ENYGF)**

Since 2005 ENS-YGN supports the organization of a forum every two years. This forum is jointly organized by a local host and ENS-YGN

#### **ARTICLE 4 – Jan Runermark award**

Candidates for Jan Runermark award should be announced by Core Committee Members at least a week prior to Core Committees.

A candidate can not apply twice in a row.

#### **ARTICLE 5 – European Nuclear Young Generation Forum**

ENYGF initiative and name and is carried by ENS-YGN. Under ENS-YGN delegation, core committee members can apply to use ENYGF name and host the conference.

Local host and ENS-YGN are co-responsible of the forum success. With this prospect, ENYGF is to be jointly organized by the ENS-YGN and local host through a co-liability process. Responsibility and financial shares should be contractually determined the latest 9 months prior to ENYGF.

Under ENYGF name rights, a minimum of 20% of balance sheet is of ENS-YGN charge. ENS-YGN will promote the event through website and national networks.

### **HEADING IV – MEMBERSHIP**

#### **ARTICLE 6 – Membership structure**

The ENS YGN is made up of members of ENS.



## **HEADING V – CORE COMMITTEE**

### **ARTICLE 7 – Core Committee composition**

The Core Committee consists of:

- delegates appointed by the Members,
- the Chair,
- the Vice-Chair.

### **ARTICLE 8 – Delegates and Observers**

Each Member appoints its delegates to the Core Committee and then has to inform the ENS YGN Chair of their names within one month after their appointment. The delegation of each Member consists of its chair and maximum two other delegates.

The mandates of the delegates are revocable at any time.

Delegates are restricted by the eligibility rules within each Member's rules, e.g. age constraint on being eligible for YGN membership.

The age limit for Core Committee delegates is 35.

Observers from other organisations may attend a Core Committee meeting, by invitation of the Chair.

### **ARTICLE 9 – Election of Chair and Vice-Chair**

The Chair and Vice-Chair are elected by the Core Committee among its delegates for a term of 2 years. The Chair and Vice-Chair are elected by simple majority (as defined in Articles 20 and 21).

The Chair is eligible for a maximum of two terms.

The maximum age for a candidate for Chair and Vice-Chair is 34 at the date of the election. In due case, the Chair and Vice-Chair of the ENS YGN have to resign from the position of chair of their Member organisation.

If the election of an incoming Chair is not conclusive, the outgoing Chair remains in charge until a new one is elected. Elections are repeated till a new Chair is elected.

### **ARTICLE 10 – Revocation of Chair and Vice-Chair**

The mandate of the Chair or the Vice-Chair is revocable by the Core Committee by a simple majority.

At least one fifth of total Members should express their wish of revoking the Chair or Vice-chair in a Core Committee meeting.

The voting is announced in the minutes of the Core Committee meeting and takes place the following Core Committee meeting.

If the revocation of the Chair is confirmed, the Vice-Chair takes the responsibilities of the Chair until the Voting Committee organises new elections.

If the revocation of the Vice-Chair is confirmed, the Chair takes the responsibilities of the Vice-Chair until the Voting Committee organises new elections.

If the revocation of the Chair and Vice-Chair is expressed at the same time, the Voting Committee takes over the daily organisation of the ENS YGN until a new Chair is elected.



#### **ARTICLE 11 – Power of the delegates**

The Major Decisions of the delegates are:

- To adopt and modify the Internal Rules;
- To elect and revoke the Chair and the Vice-Chair;
- To establish the Voting Committee;
- To establish and dissolve Committees under its authority and confer tasks on them;
- To determine the annual budget and business plan.
- To determine location of ENYGF (see ARTICLE 5)

The delegates can call an extraordinary Core Committee meeting if one fifth of the total number of Members Organisations and Associate Members express such a request and propose the agenda for the meeting.

The above mentioned powers are not exhaustive.

#### **ARTICLE 12 – Tasks of Chair and Vice-Chair**

The Chair has the task of:

- calling and chairing meetings of the Core Committee and proposing the agenda of these meetings;
- representing the ENS YGN at ENS Board of Directors and General Assembly Meetings;
- presenting a proposal for the annual budget to the ENS Board in due time for the preparation of the ENS budget;
- representing the ENS YGN at an international level,
- to invite Observers from other organisations to attend the Core Committee meetings.

The Vice-Chair has the task of assisting the Chair in the tasks described above.

The Chair and Vice-Chair have no voting rights and cannot be members of the Voting Committee.

The Chair or Vice-Chair can ask the Core Committee to decide whether the decision is Major or not by simple majority.

#### **ARTICLE 13 – Remuneration**

The delegates, Chair and Vice-Chair are non-remunerated.

Expenses incurred in carrying out specific tasks may be reimbursed on agreement between the Chair, ENS and the expense carrier.

#### **ARTICLE 14 – Core Committee meeting frequency**

The Core Committee aims to meet three times a year, but shall meet at least once per year in order to approve the annual budget and business plan.

#### **ARTICLE 15 – Core Committee meeting organisation**

All Core Committee meetings are to take place on the days and at the time indicated in the convening call. This call is to be drawn up and sent out in written form by the Chair in collaboration with the local host with at least four weeks advance notice. All Members shall be invited to each Core Committee meeting. The call of the meetings shall include the proposed agenda.



The guidelines for organisation of the Core Committee meeting can be found in Annex A.

#### **ARTICLE 16 – Minutes of Core Committee meeting**

The decisions of the Core Committee are to be recorded in the Minutes of Meeting (MoM) by the secretary of the meeting who is appointed by the Chair among the delegates. The secretary shall send drafted Minutes of Meetings in written form to the Core Committee members within two weeks of the meeting.

The Minutes of Meeting are accepted at the following Core Committee meeting. They are distributed to all delegates and present Observers.

#### **ARTICLE 17 – Voting Committee composition and establishment**

The Voting Committee consists of three delegates from three different Members, different from the Members that provided the Chair and Vice-Chair. A new Voting Committee is established in the same meeting the incoming Chair is elected. When a Voting Committee member resigns, a new member is elected at the next Core Committee meeting.

#### **ARTICLE 18 – Voting Committee election**

Delegates are requested to pose their candidature at the start of the election process of the Voting Committee members. The positions of the Voting Committee are filled in consecutive order by simple majority.

#### **ARTICLE 19 – Voting Committee responsibilities**

- (a) The Voting Committee is responsible for the organisation of the elections of incoming Chair and Vice-Chair.
- (b) The Voting Committee shall observe each electronic voting and inform the Core Committee in case of irregularities.
- (c) The Voting Committee takes over the daily organisation of the Core Committee in case both Chair and Vice-Chair are incapable to fulfil their tasks.

### **HEADING VI – DECISION PROCEDURES**

#### **ARTICLE 20 – Core Committee decision prerequisites**

The decisions of the Core Committee are to be taken during the Core Committee meeting. Votes shall be secret upon request from any Core Committee Member.

Only Member Organisations and Associate Members have right to vote. Each country has only one vote. If different Members from the same country do not reach an agreement the country's vote is considered non-valid.

The Core Committee meeting is deemed as being legitimately convened if the number of Member Organisations and Associate Members who are present is at least 6.

Major Decisions can only be taken if the number of Member Organisations and Associate Members that are present is at least 10.

Electronic voting is permitted only in case of extraordinary circumstances.



#### **ARTICLE 21 – Voting by proxy**

Members that cannot send a delegate to the Core Committee meeting are requested to give a proxy to a person within its own organisation or to another delegate. Otherwise, it is assumed the Member supports the decision made by the Core Committee.

A delegate of the Member informs the ENS YGN Chair about the assignation of the proxy at least one week before the Core Committee meeting.

#### **ARTICLE 22 – Decisions on single proposals**

A decision is taken when half or more of the votes including proxy are in favour (simple majority).

Major Decisions are to be voted under the majority of two-thirds of the votes including proxy (two thirds majority).

#### **ARTICLE 23 – Decisions on multiple proposals**

In case a decision has to be taken among multiple proposals, the decision is made by a simple majority. If the simple majority is not reached in the first round, then the decision is to be made between the two major (with the most votes) proposals.

In case they cannot be determined (tie), all proposals with the two highest scores will be subjected to a ranking procedure. The ranking procedure consists of each voter giving two points to the first preference and one point to a different preference. In case of further tie the Chair chooses the two major proposals.

With the two major proposals there will be the simple majority rule applied.

### **HEADING VII - TREASURER - SECRETARY-GENERAL**

#### **ARTICLE 24 – Treasurer and Secretary-General**

The ENS YGN utilise the ENS's Treasurer and Secretary General as detailed within the Article 28 of the ENS's Statutes.

### **HEADING VIII – FINANCIAL RESOURCES**

#### **ARTICLE 25 – Financial resources**

The financial resources of the ENS YGN consist of a budget from the ENS's financial resources.

### **HEADING IX – MODIFICATION OF INTERNAL RULES**

#### **ARTICLE 26 – Modification of Internal Rules**

Any Member of the Core Committee can propose modification of Internal Rules. This must be announced in the agenda of the next Core Committee meeting. Modification of Internal Rules has to be approved by the majority of two-thirds of the Core Committee (two thirds majority).

Prague, 22<sup>nd</sup> May 2011





## **Annex A: The guidelines for organisation of the Core Committee meeting**

### **Call for the meeting**

The call for the meeting shall be sent by the chair in cooperation with the local host to the Core Committee members by the official ENS YGN mailing list 4 weeks in advance.

The call should contain information on:

- meeting location and time
- preliminary agenda
- schedule of all events
- registration form
- suggestions for accommodation
- any other important information (transportation, security data, visa,...)

Members can propose additional items to the agenda until 2 weeks before the meeting. In this case the Chair shall send an updated version not later than one week prior to the meeting.

Any further changes to the agenda have to be accepted by all present delegates at the beginning of the meeting.

The agenda of the meeting should at least contain the following:

- Opening and agenda approval,
- Approval of minutes of the last meeting,
- Actions from past meetings,
- Country reports & Chair report,
- Past events,
- Future events,
- Network organisational issues,
- Timeline of future Core Committee Meetings,
- Any other business,

and could additionally include the following, depending on timing of the meeting:

- Announcement for nominations of Jan Runermark Award (Last meeting of calendar year),
- Voting for Jan Runermark Award (First meeting of calendar year),
- Business plan for next year (Last meeting of calendar year),
- Annual financial report for current year (Last meeting of calendar year),
- Approval of annual budget for the next year (Last meeting of calendar year),
- Election of Chair, Vice-chair and Voting Committee (Intermediate meeting in calendar year),
- Announcement for nominations of ENS Young Generation Forum (EYGF) hosting countries (Last meeting in the year when the last EYGF took place),





- Selection of EYGF hosting country (First meeting in the year following the year the last EYGF took place).

The local host should provide the Chair five weeks in advance with the following information about the meeting:

- location for the Core Committee meeting,
- proposal for the time schedule,
- side events (technical tour, social gathering, lunch, dinner),
- accommodation information,
- sponsoring information,
- transportation (from abroad, local commuting),
- meeting points (addresses, maps and suggested means of transport),
- contact information (at least two persons),
- information about the data needed for security clearance,
- any other important information (visa...)

### **The meeting**

Preferentially the meeting is on Sunday and technical tours on Saturday.

The local host is responsible for providing the necessary technical support for the meeting:

- projector connected to a computer,
- blackboard, flip chart or similar,
- internet connection if possible,
- hard copies of the meeting agenda,
- coffee and drinks,
- quick lunch (e.g. sandwiches).

The Chair opens the meeting and appoints a person of the hosting country for recording the meeting.

The Chair leads the Core Committee meeting through the agenda of the meeting.

Before each agenda item requiring decision by vote, the Chair checks if the quorum is reached and will remain so for the whole item. If the quorum is not reached no decision can be made. Therefore this item will be subject to an electronic voting process or be treated at the next Core Committee meeting.

When all agenda items have been addressed, the Chair concludes the meeting.