# **Humanitarian association**

## "THE DRAGON'S CHILDREN"

**International Solidarity Organisation** 

# STATUS

### TITLE 1

## Form. Subject. Denomination. Head Office - Duration

#### **Article 1st - Form**

It is set up between submitters to the present by French law of non profit non governmental associations dated july1st 1901. The association is apolitical and its members are committed to respect the philosophical and religious convictions of everyone

## **Article 2 - Subject**

The association has for subject:

"To support financially and materially humanitarian projects in support to the Vietnamese poorest people and to allow volunteers to proceed some missions in Vietnam for the association or through other partners; to promote the humanitarian actions through a news-bulletin and its internet site: www.lesenfantsdudragon.com.

The actions and missions to humanitarian goals, are organized according to the local needs. They allow the volunteers to discover the world through an useful experience and concrete social actions, economic, educational... actions They concern the accompaniment of very resourceless people (orphans, Street children, disabled, HIV infected children) and help through existing structures already in place (schools, firm schools, clinics...), construction of houses for the poor people... They encourage, particularly, the discovery of different cultures and different people, by sharing and meeting."

#### **Article 3 - Denomination**

The denomination of the association is:

### "THE DRAGON'S CHILDREN"

#### **Article 4 - Head office**

The head office is fixed: 73 r Roger Salengro. 59243 - Quarouble And would be transferable under general decision of the board of directors.

#### **Article 5 - Duration**

The duration of the association is unlimited.

### TITLE II

#### **Association's Staffs**

### **Article 6 - Board of directors**

The Board of directors includes at most 7 people and at least 4 managing people, elected at the time of the general assembly in which a president, a treasurer, a secretary.

It looks after the efficiency of the association. It undertakes, organize and makes use of actions useful to reach its statutory goals. The tasks of the committee are notably the following :

- regular information to the members on the activities of the association,
- promotion of the association toward the public,
- research of funds intended to finance the activities the association,
- administration of funds of the association, while looking after the promotion's expenses and of administration don't exceed 10% of the turnover,
- managerial and covering cost of the staff of the association if needed,
- preparation of the yearly general assembly while providing it the convocation and the agenda, the accounts and a report of activities for the spent year, a budget and an action plan for the vear-to-date.

**The president:** is mainly in charge of the efficient order of the association, looks after the respect of the by-laws and secure the link with the other association's partners. Having power to represent and sign up at the name of the association, he represents the association in any act of civil life, administrative, and regarding justice, if required. He may delegate partial or total power and signature to another office member or antenna manager, and for a determined question and a limited timing to another member of the Administrative Council. In case of impeachment, the President may be temporarily replaced by the Vice President disposing of the same powers. The President of the office is the President of the association.

**The treasurer**: is mainly in charge of the finances good management and right handling of the accounting.

**The secretary:** is assigned mainly to watch the efficient order of the association's administration and the transparency of the relative information to the association. For the left, the committee organizes itself and distributes freely the tasks between it's members. He is in charge of filling the Council meetings' situation reports and holding the legal register. In case of impeachment, he is replaced by an Administration Council member designated by the President.

In case of vacancy, the Council provides temporarily replacement of its members. a definitive replacement is processed at the very next general assembly. The power of the selected members reach their end at the expiring mandate time of the replaced members.

The founder members, permanent members of the Administration Council, are not revocable whatever circumstances are, except in case of unpaid contribution.

A very same person may cumulate several functions, except those functions as president and treasurer.

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### **Article 7 - The members**

Are active members:

- <u>Founder members</u>: their role inside the Administration Council is notably to secure the respect of the present statuses, and the conformity to the subject of the association, of orientations and deliberations of the AC, they may have a role as referees. Those permanent members may, if they wish, resign temporarily to belong to the Administration Council.
- Active members, up to date in contribution and those that make expressly the demand.
- -Honor members, those who provided signaled services to the association, as any donator.

The administration Council may be joined by consultative members, members of the association and/or third parties.

### **ARTICLE 7A - Sectorisation** (amendment of 15/12/2012)

The association is composed of sections that will be anchor points in France and abroad. These sections are run by local representatives; the largest area of responsibility of a representative is the department in France. Local representative report about their activities at every General Assembly of the Association or to the Board of Directors when requested. Their organization and relations with the governing bodies of the association are laid down in the internal rules.

#### III TITLE

### **Election to the board of directors**

### **Article 8 - List of the candidates**

All active members can present themselves like candidates to the board of directors. The acts of candidacy should be deposited by the secretary of the association at least one month before the election.

### **Article 9 - Right to vote**

All active members have the right to vote.

# **Article 10 - Method of vote**

The mode of vote is the uninominal vote. The vote is secret, with possibility to vote by correspondence in case an impeachment came up. The election follows the rule of the relative majority since the first tour.

#### **Article 11 - Duration of the mandate**

The board of directors and the office are elected for five years duration.

#### **Article 12 - Formation of the office**

The managing board elects it's office defined upon the article 6.

## TITLE IV

### **Administration - Administration**

# Article 13 - Meeting of the office and the board of directors

The office and the board of directors meet once a year and at any time the interest of the association needsor uipon request from at least three of its members. Decisions are taken up to the majority of the votes. In case of sharing, the president's voice is major. All member of the office and the board of directors that, without excuse, won't have attended three consecutive meetings, will be considered as resigning staff. No one can be part of the office and the Council if not major.

# **Article 14 - Plain general assembly**

14.1 - The plain general assembly includes all members of the association up-to-date subscribers, every member may participate in the deliberations and can have a vote in the general assembly.

The plain general assembly meets every year in the month of December. Fifteen days at least before the fixed date, the members of the association are convened by the secretary's care.

14.2 - the agenda is indicated on the convocations. The President, attended by the members of the office, presides the assembly and expose the secretary's report of the association. The treasurer gives account of his administration and submits to the assembly the balance for it's approval. Should not be treated, at the time of the general assembly, only the submitted questions on the agenda.

14.3 - the general assembly bears the following expertises:

- election of the committee and the auditor if necessary,
- approval accounts and of the activity report,
- adoption of the budget and the action plan,
- deciding the amount of the contributions,
- revisions of the statuses,
- Association break-up.

## <u>Article 15 - Extraordinary general assembly</u>

If needed, or on the demand of "half plus one" of registered staff members, the president may convene an extraordinary general assembly, following the formalities mentioned to the article 13.

### **Article 16 - Private regulation**

A legal internal rule may be set by the board of directors that will make it approved then by the general assembly. This possible regulation is destined to fix the various points non mentioned by the regulation, notably those that are connected to the internal administration of the association.

### **Article 17 - Dissolution**

In case of break even pronounced by the two third at least of the members present to the general assembly, one or several liquidators are named by this one and asset, if necessary, is devolved in accordance with the article 9 of the law of July 1st, 1901 and to the August 16, 1901 decree.

#### TITLE V

### **Finances**

### **Article 18 - Financial means**

The main association funding sources are as follows:

- the contributions or entry fees of its members or entry fees.
- its public demonstrations (official receptions, concerts, exhibitions,),
- the sale in France of the items from the production of leisure or vocational training workshops of the association (spirulina culture, pictures, traditional and handicrafts, documentary movies...).
- the subsidies of the state, the departments and townships,
- the donations and legacies.

# **Article 19 - Expenses Refunding**

The association being nonprofit, no one can make itself remunerated for his action within the association. If expenses have been caused and were connected to the activities of the association, they can be reimbursed upon office preliminary agreement and if the justifying document is provided to the refund claim. All expenses must have the office's agreement.

The volunteer is not remunerated, but the committed expenses strictly connected with his voluntary activity can be repaid to him. He will also abandon to the association the amount of his expenses in order to solicit by the exchequer of the right to a reduction of tax equal to 66% of the amount concerned. In this case the association will deliver to the volunteer the mentioned receipt to the Articles 200 and 238 b of the General tax code.

#### **Article 20 - Role of the treasurer**

Only the treasurer and the president have the signature of the banking account. He may receive the authorization of the office to adjust the obligatory expenses whose list is decided: rent, water, electricity and gas, heating, postal expenses, money orders, telephone and faxes, taxes and taxes. He must inform the office of it to the following meeting. For all other expense, he must receive the assent of the office.

#### **21 - Having**

Association's having must be subjected to a yearly inventory. Any personal who is confided any association's having has to see his name appearing on the inventory list.

# **Article 22. Cash control and accounts**

Anytime, any member may ask the office in writing to proceed a cash and account check up, informing leaving the treasurer a 15 days preadvise-delay.

The Chairman
Mr **BUI HUY Lan** 

The secretary
Mme Anne **BRILLER-RUFFIN** 

The treasurer
Mme **Stéphanie RAULT** 

Vice-Chairman
Directeur des Opérations
Mr Marc DE MUYNCK