FOCSIV – Volontari nel Mondo
Federazione Organismi Cristiani Servizio Internazionale Volontario

STATUTE
In compliance with Italian Legislative Decree 117/2017

Art. 1 – Registered name.

“FOCSIV volontari nel mondo” - Federazione Organismi Cristiani Servizio Internazionale Volontario (hereinafter referred to as “the Association”) was founded in 1972 as an international voluntary association, which obtained the qualification of NGO by the Ministry of Foreign Affairs, pursuant to laws 1222/71, 38/1979 and 49/1987, maintaining this qualification pursuant to law 125/2014. It will therefore be registered in the Single register of the Third sector entities (Registro unico degli Enti del Terzo settore) as provided for by art. 89, paragraph 9 of law 117/2017.
The Association is also an Association of Social Promotion (APS; Associazione di Promozione Sociale) pursuant to law 383/2000.
The Association complies with Legislative Decree No. 117 of July 3, 2017, and subsequent additions and amendments, hereinafter referred to as the "Third Sector Code" (CTS; Codice del terzo settore), within the Third Sector Entities (ETS; Enti del Terzo settore).
Once completed the registration in the RUNTS (Registro Unico Nazionale del Terzo Settore), namely the Single National Register of the Third Sector (article 4, paragraph 1 of the CTS), the Association will be defined with the acronyms ETS (Third Sector Entities; Enti del Terzo settore) and APS (Association of Social Promotion; Associazione di Promozione Sociale).
The acronym ETS-APS must be included in the Association’s name and will be expendable in relations with third parties, through acts, mails and communications with the public.
This clause becomes effective only subsequently and as a result of registration in the RUNTS, automatically integrating the entity’s name.

Art. 2 – Headquarters.

The Association is based in Rome and the transfer of the registered office does not entail any change in the statute, when occurring within the same Municipality.
The Association can establish branch offices that contribute to the association life with a specific resolution of the Assembly - upon the proposal of the National Board - which determines its administrative and organizational autonomy.

Art. 3 – Aims.

The Association is set up for the non-profit pursuit of civic, solidarity and social utility purposes through the performance - exclusively or principally - of activities of general interest.
The Association is inspired by Christianity and its Members are voluntary, cooperation and international solidarity bodies.
It works for the integral development of the person, for the promotion of social justice and solidarity among peoples, consistently with the Gospel values and in the light of the social doctrine of the church.
Art. 4 – Membership network.

The Association constitutes a membership network pursuant to art. 41, paragraph 1 of the CTS and carries out coordination, protection, representation, promotion or support activities of Third sector entities associated with it and their activities of general interest, also for the purpose of promoting and increasing its representativeness among institutional subjects.

More specifically, the Association carries out its activities aimed at:

a) representing and safeguarding the interests of its Associate Members;

b) promoting, among institutions, organizations and public audience, at national and international level, cultural and political initiatives as well as any other initiative aimed at divulging the values and principles of international cooperation, solidarity and volunteering;

c) enhancing international voluntary service as a key resource for an equal and sustainable human development in a perspective of partnership, for both civil society and church-based community, national and international;

d) fostering the political and cultural growth of Associate Members through research, sharing ideas and review of the process;

e) promoting harmonization within the Association and joint actions among Associate Members and in collaboration with other organizations that have common goals;

f) implementing operational resources intended to provide assistance to Associate Members while improving the performance efficiency of the Association and its operational resources, Associate Members and related areas of interest;

g) carrying on professional training programs for academic staff of any category and level;

h) taking care of the production and printing of periodical and non-periodical publications;

i) intervening in emergency situations and natural disasters, with measures for prevention and rehabilitation, to strengthen the capacity and resilience of local communities, including the selection, training and deployment of personnel in humanitarian aid.

In order to reach the number of subjects making up the "membership network" provided for by art. 41 paragraph 1 of the CTS, the Association may consider - in addition to its full Members - also the "indirect members", namely the legal entities corresponding to associated Organizations’ members.

The "indirect members" are not members of the Association pursuant to art. 8 and neither the rights nor the duties provided for in art. 10 of this Statute apply to them.

Art. 5 – Activities.

1) For the implementation of the aims and purposes as per art. 3 and 4, in order to act in favour of the whole community, the Association carries out the following general interest activities, referred to below with the corresponding letters of art. 5, paragraph 1, of the CTS:

d) education, training and professional training, in accordance with law no. 53 of March 28, 2003, and subsequent amendments, as well as cultural activities of social interest with educational purposes;

g) university and post-graduate education;

h) scientific research of particular social interest;
i) organization and management of cultural, artistic or recreational activities of social interest, promotion and dissemination of the culture, practice of volunteering and awareness raising activities for active citizenship, both national and international;
l) extra-curricular training, aimed at preventing early school leaving and achieving school and training success, preventing bullying and fighting against educational poverty;
m) instrumental services to Third sector entities, involving entities made up of at least seventy percent of Third sector entities;
n) development cooperation;
o) education and information activities carried out within or in favour of supply chains in the fair trade in disadvantaged economic areas;
r) humanitarian reception and social integration of migrants;
u) charity, remote support, free supply of food or products, or provision of services in support of disadvantaged people;
v) promotion of the culture of legality, peace among peoples and non-violence;
w) promotion and protection of human, civil, social and political rights; promotion of equal opportunities and mutual aid initiatives, including time banks and solidarity purchasing groups;
z) requalification of unused public goods or assets confiscated from organized crime.

For the implementation of the aforementioned activities of general interest, the Association may, by way of example and not limited to:
- carry out, in a network with accredited reception bodies, Universal Civil Service projects pursuant to Legislative Decree no. 40 of March 6, 2017;
- carry out, in a network with accredited reception bodies, Civil Peace Corps projects pursuant to Law no. 147 of December 27, 2013;
- organize the training of operators who commit themselves to work as volunteers in the developing countries to cooperate in their social and economic growth;
- develop the professional training of local operators in the developing countries to facilitate their direct and progressive assumption of responsibility, for having an authentic development, in all sectors of social and economic life;
- take charge of the volunteers who work in the developing countries with initiatives aimed at concretely supporting their activity and promoting their reintegration upon returning from the service;
- promote short and long-term volunteering: work camps, European Solidarity Corps, international youth exchanges;
- carry out fundraising activities (art. 7 of the CTS) in order to finance the activities of general interest in any form, even in an organized and continuous form, and through solicitation to the public or through the sale or supply of goods or services of modest value, using own and third party resources, including volunteers and employees, in compliance with legislative provisions;

In addition, as a membership network, it can also carry out the following activities:
  a) monitoring the activity of the entities associated with it, also with regard to its social impact, and preparing an annual report to the National Board of the Third sector;
  b) promoting and developing the supervisory activities, including in the form of self-control and technical assistance to associated entities.

2) The National Board of the Association can subsequently identify different, instrumental and secondary activities with respect to those of general interest, pursuant to art. 6 of the CTS.

Art. 6 – Volunteering.
1) The activity of the volunteers who collaborate with the Association cannot be remunerated in any way, not even by any direct beneficiaries. The volunteer can only be reimbursed by the Association for the out-of-pocket expenses actually incurred for the activity provided, duly documented within the limits and conditions previously established by the National Board. The expenses incurred by the volunteer can also be reimbursed against a self-certification made pursuant to Presidential Decree 445/2000, provided they do not exceed the amount established by the National Board (art. 14). Any form of economic relationship with the Association, deriving from employed or self-employed work, is incompatible with the quality of volunteer;

2) The provisions of the previous paragraph 1 do not apply to volunteers employed abroad in international development cooperation activities, but rather the methods indicated in art. 28, paragraph 2 of Law 125/2014;

3) The Association insures its volunteers pursuant to art. 18 of the CTS;

4) The Association can hire employees or take advantage of self-employment services only within the limits necessary to ensure regular operation or to specialize the activity it carries out in compliance with the provisions of art. 36 paragraph 1 of the CTS.

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Art. 7 - Assets and economic resources.

1) The Association's assets are made up of:
   a) membership fees;
   b) ordinary and extraordinary contributions or any other oblation, bequest, disbursement, subsidy, or public or private contribution, as well as any other good received by the Association;
   c) movable and immovable property which is or will become property of the Association;
   d) any reserve funds created with budget surpluses.

These assets, including any revenues, annuities, profits, income however denominated, are used for carrying out the statutory activity for the exclusive pursuit of civic, solidarity and social utility purposes.

For the purposes referred to in paragraph 1, with reference to art 8, paragraphs 2-3 of the CTS, the distribution, even indirect, of operating profits and surpluses, funds and reserves, however named to founders, associates, workers and collaborators, directors and other members of the corporate bodies, is prohibited also in the case of withdrawal or any other hypothesis of individual dissolution of the associative relationship.

2) The Association derives the economic resources for its functioning and for carrying out its activities from:
   a) membership fees and Associate Members' contributions;
   b) public and private contributions;
   c) donations and testamentary bequests;
   d) property income;
   e) "different" activities referred to in art. 6 of the CTS;
   f) fundraising activities pursuant to art. 7 of the CTS.

3) The Association's financial year begins and ends, respectively, on January 1 and December 31 of each year. At the end of each financial year, the National Board approves the financial statements to be submitted for approval to the Assembly of Associate Members which, for this purpose, must be convened within the terms established by article 48, paragraph 3 of the CTS.

The National Board expresses the secondary and instrumental nature of the various activities that may be carried out in the documents of the financial statements, where this is deemed appropriate by the National
Board or if the legal requirements exist. The National Board, within the same terms as those provided for the financial statements, prepares the social report to be submitted for approval to the Assembly of Associate Members by May 30. The financial statements are made up of the balance sheet and the management report with an indication of the proceeds and charges of the Association, as well as the mission report. The final balance is deposited at the headquarters of the Association and can be consulted by the Associate Members.

4) It is compulsory to reinvest any management surplus in favour of institutional activities provided for in the Statute for the exclusive pursuit of civic, solidarity and social utility purposes.

**Art. 8 – Associate Members.**

1) All Entities that share its aims and purposes and commit themselves to their implementation, and whose admission has been approved by the Assembly on the proposal of the National Board, can be part of the Association;

2) The number of Associate Members is unlimited;

3) Membership in the Association is indefinite, without prejudice to the right of withdrawal pursuant to art. 9;

4) The signing of the Association application implies the unconditional acceptance of the Association’s statutory rules.

**Art. 9 – Admission and exclusion criteria.**

Entities wishing to join the Association must:

- a) submit a written application for admission;
- b) be institutionally focused on carrying out activities related to international volunteer service, development cooperation and international solidarity;
- c) demonstrate to have carried out or sponsored at least one pluriannual development program in a developing country over the past three years;
- d) demonstrate active participation of Associate Members, as well as their territorial presence and their collaboration with the Church;
- e) embrace democratic governance and participative structures;
- f) present a year-end budget status report, in accordance with the relevant legal provisions and the Associate Members’ Internal Rules of Procedure.

Any candidate not meeting the criteria mentioned above will be denied admission into the Association. Failure to maintain the criteria shall lead to the cancellation of the membership. Demonstrated capacity and substantial professional experience in dealing with recruitment, training and selection procedures is a preference criterion for admission.

The admission of a new member is regulated on the basis of non-discriminatory criteria, consistent with the purposes pursued and the general activity carried out; it is deliberated by the next Assembly on the proposal of the National Board. The resolution is communicated to the new Associate Member and noted in the membership book, after they have paid the annual fee established by the Assembly. The membership fee is not transferable in any capacity and is not linked to the ownership of shares or equity quotas. Against the possible rejection of the request, which must be motivated and communicated by the National Board to the interested party within 60 days, appeal to the Assembly is allowed, within 60 days of receipt of
the communication relating to the rejection. The Assembly will express its view on the occasion of the subsequent convocation (art. 23 paragraph 3 of the CTS).

Membership status is lost due to:

a) **withdrawal**, which must be communicated in writing to the President who will notify the Assembly. All resigning Associate Members shall respect the annual responsibilities and duties related to the membership, including the payment and annual membership fees;

b) **exclusion** resulting from failure to comply with the provisions of the Statute, the internal regulations and the resolutions adopted by corporate bodies. In particular, exclusion may occur for those members who:
   - for two consecutive years did not participate - without adequate justification - in institutional activities;
   - have not communicated their budgets, annual activity reports and data relating to their activities in Italy and abroad to the Association;
   - at national or international level, have repeatedly acted and behaved in conflict with the official positions and/or interests of the Association.

c) **forfeiture** due to non-payment of the annual fee for two consecutive years, after the request of regularisation.

The exclusion or forfeiture of members is deliberated by the National Board; against the resolution, the Associate Member may appeal within 30 days during the Assembly that will express its view on the next convocation.

In any case, before proceeding to the exclusion of any Associate Member, the charges that are made against them must be contested in writing, giving them the right to reply.

The loss of the status of Associate Member involves the automatic forfeiture of any position held, both within and outside the Association, by designation or delegation.

In all cases of dissolution of the associative relationship, limited to an individual member, he/she or his/her heirs are not entitled to the reimbursement of the dues paid annually, nor do they have any right on the assets of the Association.

**Art. 10 - Members' Rights and Duties.**

1) All Associate Members enjoy the same rights and duties to participate in the life of the Association and its activity. Particularly:

   a) **Associate Members** have the right to:
      - participate in all the activities promoted by the Association, receiving information about them and having the right to verify them, within the limits established by current legislation, by this Statute and by any regulations of the Association;
      - elect the corporate bodies and be elected in them;
      - cast their votes in order to approve the resolutions of the Association bodies, any new regulations and amendments to the Statute;
      - consult the corporate books at the Headquarters of the Association, upon written request to the National Board.

   b) **Associate Members** are obliged to:
      - comply with the Statute, internal regulations and resolutions adopted by the corporate bodies;
      - pay, within the terms established by the Assembly, the membership fee, which is non-transferable and non-revaluable and, in no case, can be returned.
Art. 11 – Observers.

Observer status may be granted for a period of time decided by the Assembly to:
1) associated candidates prior to deliberation for admission;
2) any non-profit Entity, upon written request to the President of the Association.

Observers may participate in events and activities promoted by the Association, as well as in Assembly Meetings without the right to vote.

Art. 12 - Governing Bodies.

Association’s Governing Bodies are:
1) the Assembly of Associate Members;
2) the National Board;
3) the President;
4) the Vice-President;
5) the Supervisory Body (if the conditions set out in art. 30 of the CTS that makes them compulsory are met);
6) the Board of Arbitrators.

Art. 13 – Assembly of Associate Members.

1) The Assembly consists of all Associate Members, represented by their respective Legal Representatives.
2) Assembly meetings shall be convened by the President of the Association, also by e-mail, at least fifteen days before the fixed date. The convocation also indicates the day of the possible second convocation and, in any case, the agenda.
3) The Assembly is legally constituted in its first convocation if at least half plus one of the total number of the Associate Members attend the Assembly Meeting. In the second convocation, the Assembly is valid whatever is the number of the present Associates.
4) The Assembly is chaired by the President, who ascertains the identity and legitimacy of those present, regulates the conduct of the Assembly, validates the results of the votes.
5) At the beginning of each session, the Assembly appoints a Secretary responsible for drafting the minutes and, in the elective Assemblies, three tellers.
6) The Assembly approves and gives guidelines for action plans, being the appropriate body for the strategic planning and monitoring of the Association.
7) The Assembly, meeting for an ordinary session, deliberates on:
   a) programs and activities of the Association;
   b) budget and final balance (and, when mandatory or deemed appropriate, the Social Report);
   c) admission of new Associate Members and Observers;
   d) annual membership fees;
   e) adhesion and participation of the Association in the establishment of Organizations, Entities, Institutions, Associations in Italy and abroad;
   f) termination of membership of Associate Members;
g) imposition of sanctions on Associate Members;  
h) approval of Internal rules of procedure; 
i) liability of the members of the corporate bodies, and promotion of liability actions against them; 
j) other matters assigned to its competence by law, by the articles of Association or by the Statute.

8) The Assembly elects and dismisses: 
a) the President from among Assembly Members or associated Organizations’ members;  
b) the Vice-President from among Assembly Members or associated Organizations’ members;  
c) the remaining members of the National Board from among Assembly members or associated Organizations’ members;  
d) the Board of Auditors (or, the Supervisory Body when the conditions set out in art. 30 of the CTS are met). 
e) the Board of Arbitrators.

9) All the Members of the governing bodies are elected for a renewable four-year term.

10) The Assembly can be ordinary or extraordinary. The Assembly is extraordinary in the case of modification of the Statute, as well as dissolution and devolution of the residual assets of the Association. It is ordinary in all other cases.

11) Each Associate Member shall be entitled to one vote when present at Assembly meetings. The President shall be entitled to one vote too. In case of parity, the vote of the President shall be decisive.

12) Quorum:  
- In the first round, the deliberations of the Ordinary Assembly shall be valid with the presence of half plus one of Associate Members and the favourable vote of half plus one of those present; in the second round, with the favourable vote of half plus one of the total number of Associate Members attending the session.  
- In extraordinary session Assemblies, deliberations shall be valid with the presence of three quarters (3/4) of Associate Members and the favourable vote of the majority of Associate Members attending the session.

Art. 14 – National Board.

The National Board shall be responsible for the implementation of the strategic framework approved by the Assembly. It may exercise all ordinary and extraordinary administrative powers.

The National Board can delegate and usually delegates its powers of ordinary administration to the President as specified in Article 15.

The National Board, chaired by the President, shall also comprise the Vice-President and one representative for every eight Associate Members. The numbers of Members of the National Board shall be at least nine (9), including the President and the Vice-President.

The deliberations of the National Board shall be valid with the presence of half plus one of Associate Members and the favourable vote of simply the majority of those attending. In case of parity, the vote of the President shall be decisive.

The National Board shall: 
  a) upon proposal of the President, appoint a Director-General; 
  b) appoint the Treasurer; 
  c) upon proposal of the President, appoint the members of the Executive Committee;
d) establish the timing, tools, and modalities of implementation of programming guidelines deliberated by the Assembly. In particular, it may propose to the President the commissioning of activities to members of the National Board or to Associate Members representatives, if considered necessary to achieve the goals of the Association;

e) prepare official statements and documents, including the annual planning document, to be submitted to the Assembly for approval or ratification;

f) propose to the Assembly the admission of new Associate Members, imposition of sanctions and termination of membership of Associate Members;

g) propose to the Assembly the admission of new Observers and the termination of Observer Status;

h) set and propose amendments to the Internal rules of procedure to be approved and adopted by the Assembly;

i) propose to the Assembly the adhesion and the participation of the Association in the establishment of Organizations, Entities, Institutions and Associations, in Italy and abroad;

j) deliberate on the establishment of branches and representative offices, in Italy or abroad;

k) in case of dissolution of the Association, the National Board shall propose to the Assembly the destination of the assets, according to its aims, in obedience to the provision of the enforced law at the moment of the dissolution and as of article 25 of the present Statute. The National Board shall also designate, if considered necessary, a liquidation group commissioned to carry out the deliberations of the Assembly.

The President, at the beginning of each session, shall appoint a Secretary. The National Board shall meet at least four times a year, convened upon written request signed by the President.

Art. 15 – President.

The Association is presided over by the President who is a legally recognized representative of the Association and has signature authority. The President is the guarantor and responsible for the proper implementation of the statutory dictates, the resolutions of the Assembly and the National Board. The President is usually delegated by the National Board for ordinary administration and in case of urgency, the President may exercise all extraordinary administrative powers, upon ratification of the first National Board convened. The President convenes and presides over the National Board and the Assembly, both Ordinary and Extraordinary and the Executive Committee. In fulfilling his/her mandate, the President may solicit the collaboration of the Vice-President and the Director General if nominated.

Art. 16 – Vice-President.

The Vice-President shall substitute the President in his/her duties, including those of legal representative, in case of absence or temporary impediment.

Art. 17 – Supervisory body.
The Assembly appoints, if the conditions provided for by art. 30 of the CTS are met, a Supervisory body, collegial or even monocratic, of which at least one component must be registered in the professional registers referred to in Legislative Decree 139/2005; art. 2397 and art. 2399 of the Civil Code shall apply to these subjects. The Supervisory body can also be composed of internal members of the Association, as well as external ones. It has the following tasks:

- supervising compliance with the Law, the Statute and compliance with the principles of correct administration;
- supervising the adequacy of the organizational, administrative and accounting structure and its concrete functioning;
- exercising monitoring tasks of compliance with civic, solidarity and social utility purposes with particular regard to the provisions of art. 5, 6, 7, 8 of the CTS;
- certifying, with the explanatory note, that the social report has been prepared in accordance with the guidelines referred to in art. 14 of the CTS;
- being able to proceed at any time, even individually, to inspections and controls, and to this end, being able to ask administrators for information on the progress of social operations or on specific business (activities, initiatives, non-profit projects);
- drawing up a report for each meeting, in which its supervisory activity vis-a-vis the Association must be reported, as well as financial statements.

Art. 18 - Statutory audit of the accounts.

Upon exceeding the limits set out in art. 31 of the CTS, the National Board may appoint a statutory auditor or a statutory auditing company or, alternatively, pursuant to art. 30. paragraph 6 of the CTS, may assign the exercise of the statutory audit of the accounts to the Supervisory body, collegial or monocratic, provided that all its members are registered in the appropriate register of Statutory auditors, established at the Ministry of Economy and Finance;

- in the event that the Supervisory Body, in charge of the statutory audit of the accounts, is a Board, it will be made up of three effective members and two alternates. The President of the Board is elected from among its full members.
- the Supervisory body in charge of the statutory audit of the accounts lasts for 3 years and can be renamed until the Assembly is revoked, coinciding with the expiry of the three-year term. Its members or the monocratic component will be remunerated only if external to the Association, except for the provisions of article 34, paragraph 2, of the CTS.

Art. 19 – Board of Arbitrators.

The Board of Arbitrators is composed by three (3) Arbitrators elected by the Assembly among Associate Members with the authority. The Board of Arbitrators shall: elect the Chairman; resolve and mediate controversies arisen among Associate Members, between Associate Members and the Association or its Governing Bodies, and between Governing Bodies and its members; resolve and mediate controversies upon written notice by Associate Members of any violation of the statutory rules, the Internal rules of procedure or deliberations of the Assembly; propose to the National Board the sanctions against Associate Members. In this case, Arbitrators shall judge 'ex bono et aequo' without procedural formalities. Their decision will be final.

Art. 20 – Executive Committee.
The Executive Committee is composed of the President, Vice-President, Treasurer and up to four members proposed by the President and appointed by the National Board. The Executive Committee shall assist the President in the discharge of his/her duties. The President may delegate to each member of the Executive Committee operational responsibilities through proxies.

**Art. 21 – Treasurer.**

The Treasurer shall draw up the Association’s budget and final balance and supervise the administrative and financial management of the Association. The Treasurer shall participate in the Assembly and Committee, without the right to vote if he/she does not come from the two Governing Bodies mentioned above.

**Art. 22 – Director General.**

The Director General assists the statutory bodies in the discharge of their functions, adopts the timing, ways and tools outlined by the National Board for the operational translation of guidelines and monitor their implementation. The Director General is responsible for the proper execution of the resolutions of the Assembly, the National Board, the planning of activities and the management of resources and facilities of the Association. He/she shall perform such functions in constant contact with the President of the Association and participate in the meetings of the National Board and the Executive Committee without the right to vote.

**Art. 23 – Representative of the Italian Episcopal Conference.**

Upon proposal of the President of the Association, the Italian Episcopal Conference (known by its acronym C.E.I.; *Conferenza Episcopale Italiana*) nominates a representative to sit on the Assembly and the National Board, without the right to vote. The CEI representative may also join and participate in all the activities and events promoted by the Association.

**Art. 24 – Duration and Dissolution.**

1) The dissolution of the Association can be resolved by the extraordinary Assembly with a favourable vote of at least three/quarters of the members entitled to vote. In the event of dissolution, the Assembly will appoint one or more liquidators and determine the methods for liquidating the corporate assets and their devolution.

2) In the event of dissolution, termination or extinction of the Association, the residual assets are donated to another Third Sector Entity defined by the extraordinary Assembly, which has purposes similar to those of the Association itself, subject to a positive opinion from the competent office belonging to the Single national register of the Third sector (referred to in art. 45, paragraph 1 of the CTS) and unless otherwise required by Law, to other Third sector entities or, failing that, to Fondazione Italia Sociale. The request of the aforementioned opinion to the aforementioned office must be forwarded, by the Association, by registered mail with return receipt, or in accordance with the provisions of Legislative Decree 82/2005; within 30 days from the date of receipt, the office must give its opinion, after which it is considered positive. The acts of
devolution of the residual assets, carried out in the absence of the opinion or non-compliant with it, are null and void.

Art. 25 - Transitional and final rules.

For all that is not expressly contemplated in this Statute, the provisions of the Civil Code, the CTS and related implementing decrees, the national and regional legislation on the subject shall apply.