

PROPOSED STATUTES FOR IDA COMPANY GROUPS IN THE PUBLIC SECTOR

1. Name

The name of the company group is: (hereinafter referred to as the group)

2. Objectives

The objectives are:

- to promote the local salary and employment conditions of members and promote their professional and social interests
- to improve working conditions in the workplace and contact between members,
- to promote cooperation with other groups of employees in the company,
- to promote cooperation between the group and management, and
- to promote continuing and further education and training for members.

3. Membership

Members of the group are all employees in the workplace who are also members of IDA, but see section 3.2.

3.2 Members may only be exempted from group membership to the extent that IDA's statutes or other provisions allow for this.

4. Membership rights

All members of the company group have access to general meetings and other meetings organised by the group.

4.2 All members may vote and are eligible for election to the board of the company group.

5. The general meeting

The general meeting is the highest authority of the group.

5.2 The board consists of (number) members and (number) deputies.
Board members are elected for (number) years and deputies for (number) years.

5.3 An annual general meeting must be held each year. The board must convene an annual general meeting at least 14 days in advance by direct written notification to each member.

The agenda must include at least:

- a. Election of the chair for the meeting and minute taker
- b. Report from the chairperson of the board
- c. Proposals from members
- d. Future tasks
- e. Election of members of the board
- f. Any other business

Every other year, the agenda must also include:

- a. Election of union representative
- b. Election of deputy union representative

No member of the group can be elected as a member of the board or as a deputy to the board, unless the member in question is willing to accept such an election.

Proposals for item c on the agenda must be submitted in writing to the board at least eight days before the general meeting and must be sent to members no later than 3 days before the general meeting.

5.4 The board may convene an extraordinary general meeting.

The board must convene an extraordinary general meeting if at least $\frac{1}{4}$ of the members request this in writing and submit an agenda. In this case, the extraordinary general meeting must be held no later than three weeks after the written request has been presented to the board.

5.5 Invitations to the extraordinary general meeting, which must be sent at least two days in advance as direct written notification to each member, must include an agenda that contains at least:

- a. Election of the chair for the meeting and minute taker
- b. Proposals received
- c. Any other business

5.6 Minutes are to be taken at the general meeting and afterwards sent to the members of the group.

6. Quorum of the general meeting

All members who attend the general meeting have a right to vote. Members can vote in person or by online participation if the meeting is held in a hybrid format (this must be stated in the invitation)

6.2 If the geographical location of the general meeting necessitates travel for the members, or if a member is prevented from attending due to either physical or work organisation reasons, a member may, however, by power of attorney in writing, authorise a voting member to vote on his/her behalf at the general meeting. No member may vote with more than 4 powers of attorney.

6.3 Any powers of attorney must be given immediately to the chair of the meeting once the chair has been elected. The chair of the meeting will decide whether the powers of attorney are valid.

6.4 All resolutions and elections must be through simple majority. Voting must be in writing if at least one member of the general meeting so requests. Minutes of general meetings of the company group must be taken, signed by the chair of the meeting and kept by the board.

7. The board

Day-to-day management of the company group is carried out by a board.

7.2 The board consists of at least three members and a number of deputies. If the company group has fewer than ten members, the board may consist of the chairperson alone.

7.3 Members to the board must be elected at the annual general meeting, see section 5(2) for a period of two years. Members may be re-elected.

7.4 Members of the board must be elected such that half are eligible for election in even years and the other half in odd years. Members may be re-elected.

7.5 The elected union representative may, but need not, act as chairperson of the board, and the same applies to the deputy, who may, but need not, act as vice-chairperson. The election of the union representative and deputy shall be notified to the relevant member organisations, which shall notify the employer in writing.

The union representative(s) and deputies are automatically members of the board.

7.6 The board has a quorum when the majority of the board members are present, including either the chairperson or the vice-chairperson.

7.7 The board adopts any rules of procedure itself.

8. Competence of the company group

The group's competence shall be exercised within the statutes and regulations applicable to IDA.

9. Membership fee

The group does not charge membership fees. Only at a general meeting can it be decided that a membership fee should be charged.

10. Amendments to the statutes

The group's statutes can only be amended by an ordinary general meeting and only when at least 2/3 of the votes cast are in favour.

10.2 When creating and possibly changing the statutes, these are submitted for approval by the board of IDA Public Sector.

11. Interpretation

In matters where the statutes are not conclusive, any disputes shall be decided by the board of IDA Public Sector.

12. TERMINATION ETC. OF THE COMPANY GROUP

Adoption of a resolution to dissolve the company group requires that at least 3/4 of the members of the group support this at an extraordinary general meeting convened in writing for this purpose.

The relevant organisations must be notified of termination immediately hereafter.

12.2

At the extraordinary general meeting, a resolution must also be passed on how any assets of the group are to be used.

Adopted at the company group's founding general meeting on