

E.C.H.O. REGULATION

1. **Joining application.** The joining application must be drawn on a printed form, written in three languages and headed to Echo Brussels. The application form must be undersigned by the President of the Federation/Association (from now on called Association) and by the General Secretary/Director (from now on called Director) which intends to join Echo. The application form must point out names and roles of two delegates who will represent the Association. If delegates are different from signers, addresses, telephone and fax numbers, e-mail and their roles within the Association Statute must be enclosed. The Board of Directors will decide on joining applications during first valid reunion and relevant outcome will be communicated to the applicant in writing and signed by the President.
2. **Echo Members.** May become Members National Associations of commercial enterprises acting in rest and long term care sector for elderly. Also non profit and domiciliary care organizations may join on condition that they fully share Confederation aims and problems. If there is no national association in a Country, local associations can join; lacking these latter, single enterprises can join, but no more than two per Nation. When in that Nation a local or national association will be established and will decide to join Echo, single enterprises must enter it. European Countries out of European Union can also join Echo. Associations become Members in representation of their Countries. The Confederation can twin with extra European Countries, undersign cooperation agreements and exchange information with them.
3. **Members' rights and duties.** Members have to respect the Statute of the Confederation and this Regulation, pay membership fees strictly in due time, supply all requested information and cooperate to reach institutional aims, attend the reunions. Members, whatever their nature is, are entitled to claim all possible support, either by the European Parliament or in their Country in the objective limits of the Confederation.
4. **Membership fees.** Each Member pays a minimum membership fee of € 3.000,00 per year, equal to € 10,00 per 300 associates and has a right to two voting delegates in the General assembly. When two Associations proceeding from the same Country join the Confederation, each Member pays € 1.500,00 and has a right to one voting delegate in the General assembly. Membership fee increases up to € 500,00 out of 50 associates over the first 300 and this Member will have a right to one delegate more each 150 associates. Membership fee has to be paid in a single settlement within the 30th of march of each year and for the whole year. New Members will have to pay starting the following year of application. Members who prove to suffer temporary financial difficulties, new members who represents just constituted local, regional or national Associations and/or with few associated, every single entrepreneur

which joins the Confederation according to what is established in article 2, third paragraph will temporary pay a € 500,00 membership fee per year.

5. **Withdrawal.** The withdrawal from the Confederation must be exercised within 30th September of each year and is effective starting 1st January of the following year. Withdrawal does not dispense the Member to pay membership fee for running year and does not allow him to claim to be reimbursed for the one paid.
6. **Board of Directors, election and office.** President, Vice President, Secretary General and Treasurer are elected, according to Confederal Statute, by the Assembly, each two years in June reunion, according to an office rotation principle but taking into serious consideration true readiness of the delegate. Offices must be assumed with the awareness of one's duties. The President represents the Confederation legally and pursues its institutional aims, calls and chairs the Board of Directors and the Assembly. He can ask the Secretary General to work out the agenda of the meeting and call for meeting on his behalf. Designate President explains his programme and its approval from the Assembly is a prerequisite condition for his election and undertakes to pursue it within his office. The President is responsible for all original Confederation documents and the flag. After his election he can appoint another member of the Board to do it on his behalf and the appointment must be done in writing. Vice President is indicated by the President, as must be trusted by this latter, and cooperate with him to achieve Confederation institutional aims and President programme. The election of Vice President therefore does not follow rotation principle. Secretary General is proposed by the Assembly; he promotes, coordinates and runs all necessary activities to realize Confederal programme, he cooperates with the President and the Vice President and shares with Treasurer the bank account handling. Treasurer holds bank account, runs the Confederation funds and draws up the balance sheet and the budget which are approved by the Board of Directors and ratified by the Assembly. The use of the account is single signature up to €.....; for greater amounts it will be joint signature with the Secretary General. He is proposed by the Assembly and does not follow prejudicially rotation principle. Bank account will be opened in Treasurer's Country. The incoming President is the appointed Delegate who should take over the President in office when this latter expires, on the basis of rotation principle and according to present article.
7. **Nature of offices.** Offices are elective, they last two years and can be renewed for a second turn for particular programme reasons or up to programme fulfilment. They are free of charge. All costs to participate to Confederal life are paid by Members. Costs for activities made by members of the Board of Directors on account of the Organization are paid by the Confederation. For activities provided with continuity of services and good certified results, fees on a lump-sum basis are possible.

8. **Committee of Directors.** Independently from their eventual office in the Confederation as delegates of their Countries, Directors of the Association members of Echo constitute the Committee of Directors, acting as support to the Board of Directors and connection between Echo and the Associations. The Committee of Directors will undergo the rules of this Regulation as applicable. Committee of Directors is called and chaired by Secretary General as stable member of the Committee.
9. **Office rotation.** Historical rotation has been the following: 1° United Kingdom; 2° Germany; 3° Belgium; 4° Holland; 5° Spain; 6° Italy; 7° France. Member Countries which leave the Confederation temporarily and afterwards rejoin it, loose their turn and will tag along as well as new members. During last years Holland, Portugal and United Kingdom have temporarily left Echo. During 2005 following Countries have joined and/or rejoined the Confederation: Portugal, Holland, Finland, United Kingdom, Poland.
10. **Approval and modification of Regulation.** Echo Regulation is worked out by the Board of Directors and approved by the Assembly with the favourable marks of 50% + 1 of attending voting Members. In case of equality, President's vote prevails. The modification of the Regulation can be asked by three Members of the Board of Directors or by two third of the Assembly. Modifications have to be approved by the Assembly with above majority.
11. **Employees.** Eventual employees or external advisors will be engaged by the Confederation and will respond to the President and the Secretary General.