



SIAN

STICHTING
INCLUSIVE ACTION NORTH
(SIAN)

House Rules

1. Applicability of our House Rules

- 1.1. The house rules apply to the board (article [2](#)), projects (article [3](#)), operations and communications unconditionally.
- 1.2. Agreeing to, implementing and actively defending all house rules is a prerequisite for applying to join and be part of SIAN.
- 1.3. Failure to follow the house rules qualifies a project or individual to be excluded from SIAN (see article [6](#)).
- 1.4. The House Rules have to be approved via signature from the legal board and the current executive board represented by at least one representative of each project (boards: article 2.1)

2. Board

- 2.1. SIAN has two boards.
 - 2.1.1. The legal board consists of the signants of the statutes which have been submitted, registered and approved at the chamber of commerce under the KVK number 74319469. The signants are Manuel E.P. Reyes, Veerle Ros and Deyone Milana Guiseppi.
 - 2.1.2. The executive board consists of representatives of the projects (see article 3). The task of the executive board is to represent, decide for and actively execute all operations and aims that SIAN has put itself out to do under the statutes.
 - 2.1.3. The legal board has no executive power. All decisions made by the executive board are binding.
 - 2.1.4. Members of the legal board, insofar as they are not also members of the executive board, may only represent SIAN upon approval by the executive board.
- 2.2. Unless specified, “the board” refers hereafter to the executive board and not to the legal board.
- 2.3. The board meets at least twice a year.
- 2.4. Board meetings ought to include at least one representative of each project. Projects may choose to allow someone from a different project to represent them. This is valid exclusively for specific board meetings and not for general representation. The decision to be represented by someone else has to be communicated to all other board members before every meeting.

3. Projects

- 3.1. Projects are defined as action groups, interest groups, community groups, organizations, collaborations with external partners, collaborations with internal different groups, and any other definition as agreed upon a board meeting by the board members.
 - 3.1.1. Projects are autonomous, self-defined and responsible for their own actions.
 - 3.1.2. The role of the board is to check the compatibility of the project's goals with SIAN's goals (as defined in the statutes) and to approve the adoption of the project into the workings of SIAN.
 - 3.1.3. The projects send representatives who become part of the board with full voting rights (article 5), once the board has approved the adoption of the project.
- 3.2. Projects may join SIAN by requesting so through one of the board members of SIAN. The board has to approve or reject the request in a veto vote.
- 3.3. Projects can be excluded through an exclusion process.
 - 3.3.1. Exclusion is defined as a project or board member being removed from all SIAN structures including the board, financial structures and other internal affairs.
 - 3.3.2. The exclusion process of projects is defined under article 6.

4. Commitments of Projects to SIAN

- 4.1. SIAN is an anti-racist, anti-capitalist, anti-ableist, queer and feminist organization. As such, projects commit to the dismantling of ableism, anti-queerness, racism, capitalism and cis-sexism on all levels of society.
 - 4.1.1. Racism, ableism, capitalism, queerphobia and cis-sexism are defined as hegemonic power structures that organize society hierarchically, disadvantaging certain groups and granting privileges to others.
 - 4.1.1.1. It follows that some social classes cannot suffer under these power structures, if they are structurally given privileges. Anecdotal discrimination does not equal systemic oppression. SIAN commits to dismantling systemic oppression.
- 4.2. All projects commit to running as part of a non-profit organization. All projects may not run for profit.
- 4.3. Projects are considerate and respectful of each other when they undertake actions that implicitly could involve SIAN and its other projects.

- 4.4. Each project assumes financial responsibility for their own project.
 - 4.4.1. SIAN supports every project in managing their books on request.
 - 4.4.2. Repeated, careless and / or malicious handling of the project's finances qualifies a project for exclusion.

5. Voting Rights

- 5.1. Each project is given full voting rights as soon as they have been adopted to SIAN by the board.
- 5.2. SIAN distinguishes between two different types of votes: votes that require a $\frac{3}{4}$ majority and votes that require full consent.
 - 5.2.1. $\frac{3}{4}$ majority votes apply exclusively to votes on excluding projects and a particular board member from SIAN.
 - 5.2.1.1. For $\frac{3}{4}$ majority votes it must be ensured that each project is represented by an equal amount of representatives, regardless of the size of the project. No project shall by its sheer size have more votes than another.
 - 5.2.2. Full consent is defined as the absence of a veto vote.
 - 5.2.2.1. Every project has the right to veto any motion brought forth by the board. Every board decision can only be passed when no veto has been raised by any project.
 - 5.2.2.2. Abstaining from a vote is not possible. If a member has doubts on a motion, they may request more time at the meeting itself to discuss the issue or to postpone the vote. No motion shall be passed if members are not entirely comfortable with voting in favor of the motion.
 - 5.2.2.3. For every board decision it must be ensured that every project can exercise its veto right if necessary.
 - 5.2.2.3.1. Every project must therefore ensure to be represented at every board meeting (see article 2.4).
 - 5.2.2.3.2. Every conversation about a decision must therefore be held in an environment that allows all contemplations to be expressed without any member feeling discouraged from potentially exercising their veto right.

6. Exclusion of Projects and Board Members

- 6.1. Exclusion of projects and board members is a right reserved to the executive board as a last resort to maintain the integrity of SIAN and secure the commitment to

SIAN's goals, as defined in the statutes under articles 3.1, 3.2 and 3.3 as well as the commitments defined in the house rules under articles 4.1, 4.2, 4.3 and 4.4.

6.1.1. Last resort is defined as the ultimate option after attempts at conciliation have failed: SIAN recommends to first initiate conversations between the conflict parties. Both parties shall be reminded of the commitments they signed off at joining SIAN (for projects) and the board (as individuals).

6.2. Exclusion of a Board Member.

6.2.1. As a last resort, after failed conciliation attempts and after a request from the board to the member's project to exclude them from the executive board meetings, an individual may be excluded from all executive board meetings and thus also from the executive board of SIAN overall.

6.2.1.1. Should the person in question find themselves in the legal board as well, they will have to be excluded from that position, too. The process for that is defined in the statutes under articles 5, 6 and 9. A replacement for the person in question has to be found, so long as by exclusion of the person in question, the legal board would find itself with less than three members.

6.2.2. In the case of the exclusion of a member from the executive board, the member in question has no voting right on this matter. The project they are part of has no voting right on this subject either.

6.3. Exclusion of a project.

6.3.1. For the exclusion of a project, two forms of exclusion are defined: forcible and voluntary exclusion.

6.3.1.1. In the process of forcible exclusion of a project, the project in question does not have a voting right.

6.3.1.2. Voluntary exclusion from the project itself requires no vote.

6.3.2. In any exclusion process there is a requirement to process the exclusion wherein affiliated bank accounts and / or other assets need to be either transferred to an external entity or liquidated (see point 6.3.4).

6.3.3. In case a project dissolves, the responsible people of the project need to submit a voluntary exclusion request and dissolve the organization by themselves.

6.3.4. Liquidation of assets can occur in three different manners:

6.3.4.1. Donation to SIAN. The project decides to donate all their assets after liquidation to SIAN's general account.

6.3.4.2. Transfer to external entities. The project decides to either donate all their assets to an external foundation or to return their funds to the donors and / or sponsors.

6.3.4.3. Reimbursement for their voluntary work. The project decides to reimburse the members of their project for their work. In that case, the amount paid out to an individual may not exceed the limit for volunteering work, namely 170€ per month and 1.700€ annually, as defined by the Dutch Ministry of Finances.

6.4. Re-Inclusion

6.4.1. Projects and members can be re-included into the executive board after making amends and reconciliation.

7. Finances

7.1. SIAN is a non-profit organization. All operations, including its projects, have to commit to not running for profit (see article 4.2)

7.2. Finances are considered in terms of responsibility: each project is responsible for their own finances (autonomy of projects: article 3.1.1) while sharing in equal parts the responsibility for SIAN's general finances

7.2.1. General Finances

7.2.1.1. SIAN has a general bank account

7.2.1.1.1. The general bank account may be used by projects if they do not wish to open a bank account by themselves.

7.2.1.1.1.1. Shared use of a bank account does not preclude the project's own responsibility over their own finances.

7.2.1.1.1.2. Shared use of a bank account does not grant a project automatic access to the general finances. Every transaction from the bank account needs to be authorized by the board.

7.2.1.1.2. The general bank account serves to cover general costs. General costs shall be defined by the board at the beginning of each fiscal year (fiscal year begins on January 1st).

7.2.1.2. At the end of each year, all of SIAN's finances, including those of the projects, need to be summarized in a financial record. SIAN is required by law to be able to reproduce a track record of every transaction made under the name of SIAN.

7.2.2. Project's Finances

7.2.2.1. A project may open their own bank account or use the general bank account. Should they decide to open their bank account, they are urged to not make use of the general bank account for project purposes.

7.2.2.1.1. Running a project-specific bank account counts as the financial responsibility of the project itself. The general

finances do not cover the costs for running a project's bank account.

7.2.2.2. All projects have to keep a financial record of their operations in order to be able to prove that they are not running for profit (see article 4.2)

7.2.2.3. At the end of a fiscal year and latest by March 15th of the following fiscal year each project will submit a comprehensive record of their finances. A collaborative excel table will be made available to streamline the process.

7.3. The choice of which bank a project would like to open a bank account at, is ultimately up for the project to decide (project autonomy, see article 3.1.1). Nevertheless, SIAN suggests strongly to consider ethical aspects of which bank they chose to have an account at. As a rule of thumb, SIAN advises its projects to open a bank account at the same institution the general bank account is registered at.