



# MILSET STATUTES

## **Part I: GENERAL**

### **Article 1: Legal Disposition**

These Statutes relate to the general conduct of the business of the Organisation incorporated under the French Law of July 1<sup>st</sup>, 1901, and the Decree of August 16th, 1901, hereby referred to as the Organisation.

## **Part II: NAME, SEAT**

### **Article 2: Name**

The name of the Organisation shall be "Mouvement International pour le Loisir Scientifique Et Technique".

The acronym in all languages shall be: "MILSET".

The translation of the Organisation name shall only be used with the approval of the MILSET Communication Manager.

### **Article 3: Legal Seat**

The legal seat shall be at: Observatoire Midi-Pyrénées (OMP) – 14, Avenue Édouard Belin – 31400 Toulouse, France.

The legal seat may be moved to any other location in France by simple decision of the Executive Committee.

## **PART III: VISION, MISSION AND OBJECTIVES**

### **Article 4: Vision**

The vision of the organisation is "Inspiring Youth through STEAM initiatives".

### **Article 5: Mission**

MILSET supports its member organisations to engage youth in science, technology, engineering, art and mathematics (STEAM) through motivation, cooperation, and networking.

### **Article 6: Objectives**

- Helping member organisations create an environment in their country that enables youth to be involved in STEAM.
- Connecting, supporting, and representing member organisations around the world.
- Stimulating and supporting international youth networking and cooperation through STEAM.
- Providing member organisations with global opportunities to engage youth in STEAM.

## **PART IV: GOVERNING BODIES, STANDING COMMITTEES, DIRECTORS AND OFFICERS**

### **Article 7: Governing Bodies**

The Organisation's governing bodies shall be:

- the General Assembly and
- the Executive Committee

### **Article 8: Standing Committees and Special Committees**

- 8.1 The Executive Committee has the authority to put in place any Standing Committees or Special Committees.
- 8.2 A Standing Committee shall be a permanent committee. The primary purpose of a Standing Committee shall be to consider and recommend actions and to propose policies in the functional areas under their mandate, subject to approval by the Executive Committee.
- 8.3 A special committee shall have a temporary mandate. The objective of a special committee shall be to consider and recommend actions on a specific issues, activities or event.
- 8.4 The mandate and composition of any committees shall be set by the Executive Committee.

### **Article 9: Directors**

- 9.1 The Executive Committee shall consist of not less than seven (7) and not more than nine (9) Directors, including the President who is appointed.
- 9.2 The recruitment process of candidates for election or appointment as Directors shall ensure that candidates are nominated from each of the MILSET regions.
- 9.3 A Nominating Committee shall be put in place by the Executive Committee.
- 9.4 The Nominating Committee shall be responsible to solicit nominations for election to the Executive Committee, circulate valid nominations to all voting members, and may nominate additional candidates.
- 9.5 The election of Directors and the ratification of the appointment of the President shall take place at the General Assembly. The vote shall be done by secret ballot.
- 9.6 In case of a vacancy during the term, the Executive Committee may appoint a Director for the remainder of the term.
- 9.7 Directors shall only be eligible to maintain office for a maximum of eight (8) years.
- 9.8 The President shall be eligible to maintain office for the number of terms decided by the Executive Committee.
- 9.9 Directors who have served their maximum number of terms shall be eligible to return after being absent from the Executive Committee for two (2) years.



## **Article 10: Officers**

10.1 The Executive Committee's Officers are:

- President
- Vice-President(s)
- Secretary
- Treasurer.

10.2 The President shall be appointed by the Executive Committee for a term of four (4) years.

10.3 All other Officers shall be elected for a two (2) years term. They are elected by the Executive Committee, following the General Assembly.

10.4 In case of a vacancy during a current term, the Executive Committee may appoint a new Officer for the remainder of the term.

## **Article 11: General Assembly**

11.1 The General Assembly consists of the Official Delegates, representing the Members of the Organisation.

11.2 The General Assembly shall meet once every two (2) years. It is chaired by the President.

11.3 General Assembly meetings shall be convened by written notice to all Members by the President, at least sixty (60) days prior to the date of the meeting. The notice shall include the date, time and place of the meeting, the proposed agenda, and shall be delivered to all Members by email and a notice on the home page of the Organisation's website shall be uploaded.

11.4 The General Assembly shall have the right to:

- Ratify the amendments to the Charter and the Statutes;
- Establish Regional Offices, merge or modify boundaries.
- Ratify the annual membership fee.
- Receive the Financial Statements and the Report of Activities.
- Elect the Executive Committee Directors.
- Ratify the nomination of the President.
- Dissolve the Organisation.

11.5 An Extraordinary General Assembly meeting may be convened at any time by resolution of the Executive Committee, or on the written request of at least thirty (30) percent of the Members.

11.6 Extraordinary General Assemblies shall only transact business as stated in the Notice of Meeting sent by email and must be held within thirty (30) days of receiving a request for such a meeting.

11.7 Members shall have the right to assign a proxy under the signature of its legal representative.

11.8 Only Members' legal representatives may cast a vote for the Member they represent on the condition that the Member has paid its Membership fee.

- 11.9 Quorum for a General Assembly and for an Extraordinary General Assembly meeting shall be achieved when twenty-five (25) percent of the voting Members are represented in person or by proxy.

## **Article 12: Executive Committee**

- 12.1 The Directors of the Executive Committee are of equal status in conducting the affairs of the Organisation. The Executive Committee shall be accountable to the General Assembly.
- 12.2 The powers of the Executive Committee include:
- Prepare, approve and review the Vision and Strategic Plan and define annual priorities.
  - Approve new programs and events.
  - Share and promote the vision and strategic priorities at all levels of the organisation.
  - Select and appoint the Executive Director.
  - Monitor and evaluate the Executive Director performance.
  - Manage the organisation governance.
  - Approve the budget, membership fees and financial statements.
  - Work with the Executive Director to identify sponsorship opportunities.

## **Part V: MEMBERS**

### **Article 13: Definition**

- 13.1 The Organisation has one class of membership.
- 13.2 Members shall be organisations, active in STEAM activities or STEAM promotion for children and youth.
- 13.3 A Regional Office shall have the authority to decide the types of organisations allowed as candidates for membership.
- 13.4 National and (multi-) regional organisations are preferred as MILSET members; local organisations should be an exception.

### **Article 14: Associate Organisations**

- 14.1 Organisations may be designated, if decided by the concerned Regional Office, as Associate Organisations in accordance with the concerned Regional Statutes.

### **Article 15: Admission**

- 15.1 The membership candidature procedure is governed by the Internal Rules.
- 15.2 The process is managed by each Regional Office; however, approval of a new member must be ratified by the Executive Committee.

## **Article 16: Rights and Obligations**

16.1 Members shall have the right to:

- Participate in the MILSET and Regional Office governance.
- Eligible to endorse a representative of their organisation as a candidate to join a MILSET special committee.
- Attend and right to vote in the MILSET General Assembly and the relevant MILSET Regional General Assembly.

16.2 Members shall:

- Respect the mission and values of the Organisation.
- Abide by the Charter, Statutes, Internal Rules, Policies and Standards of the Organisation.
- Abide by the relevant MILSET Regional Offices Statutes.
- Pay the annual membership fee by the deadline set by the Organisation.
- Promote the MILSET mission and activities.

## **Article 17: Delegates**

A Member is represented by an official Delegate. The process to appoint a delegate is at the Member's discretion.

## **Article 18: Withdrawal of Membership**

18.1 A Member may resign by delivering written notice to relevant Regional Office, which shall then inform the MILSET General Secretary.

18.2 A membership shall be terminated when the Member's legal entity is dissolved.

## **Article 19: Termination of membership**

19.1 The Executive Committee or the relevant Regional Executive Committee shall have the authority to terminate a membership of a member for failing to pay, without explanation, their membership fees by the prescribed deadline.

## **Article 20: Cancellation of Membership**

A membership may be cancelled by the Executive Committee of the Organisation or by the Executive Committee of a Regional Office, for one or more of the following:

- Serious, repeated breaches of the Statutes and Internal Rules of the Organisation.
- Conduct detrimental to the Organisation, as determined by the Organisation in its sole discretion.
- Any other reasons that the Organisation, in its sole and absolute discretion, considers to be reasonable.

## **Part VI: REGIONAL OFFICES**

### **Article 21: Definition and Composition**

- 21.1 MILSET is divided into geographical areas, defined by the General Assembly, each under the responsibility of a Regional Office.
- 21.2 A country shall be assigned to only one (1) geographical area, and the legal seat of the Member shall define its Regional Office.
- 21.3 Establishment of a new Regional Office and the merging of Regional Offices shall be approved by the General Assembly.
- 21.4 Modifications to the geographical area of a Region shall be approved by the Executive Committee with the consent of the concerned Regional Offices.
- 21.5 The governing bodies of a Regional Office shall be: the Regional General Assembly and the Regional Executive Committee.
- 21.6 In case that a Regional Office has issue with its governance and administration process, the MILSET Executive Committee shall assume the responsibilities of the Regional Office if one of the following situations occurs:
- The Regional Executive Committee requests it.
  - The Regional Office fails to appoint a proper governance body and/or operate within a period of two (2) years.
  - The Regional Executive Committee conducts a sever misconduct in view of MILSET mission, vision, values, and charter.

### **Article 22: Rights**

Regional Offices shall have the right to:

- Establish a legal entity and define its Statutes and Internal Rules and processes, provided they are consistent with the Organisation' Statutes and Internal Rules. Any subsequent amendments or revisions must be submitted to the Executive Committee to verify their compliance before they may take effect.
- Manage the Members of its geographical area on behalf of the Organisation.
- Levy a supplementary annual membership fee.
- Establish regional programmes. Regional programmes shall have the right to use the MILSET regional name.

### **Article 23: Obligations**

Regional Offices shall:

- Abide by the Vision, Mission, Values, Charter, Statutes, Internal Rules and Policies of the Organisation, and MILSET Programme Standards.
- Administer and provide services to Members in their region.
- Administer the Organisation's programmes in their region.
- Report annually to the Executive Committee in a manner specified by the Organisation.
- Collect the Organisation' membership fees by the prescribed deadline.



### **Article 24: Regional Assembly**

- 24.1 A Regional General Assembly consists of the delegates representing the Members of a region.
- 24.2 A Regional Assembly meeting shall be convened at least every two (2) years.
- 24.3 A Regional Assembly shall elect the Regional Executive Committee.
- 24.4 A Regional Assembly or the Regional Executive Committee shall approve new Members.

### **Article 25: Regional Executive Committee**

A Regional Executive Committee shall include at least three persons.

## **PART VII: NATIONAL OFFICES**

### **Article 26: Definition**

Use of the MILSET name by a member organisation to operate as a National Office (e.g., MILSET Mexico) may be authorised under the following conditions:

- A request for the establishment of a MILSET National Office has been submitted to the relevant Regional Office.
- The request has been evaluated and approved by the Regional Executive Committee and then forwarded to the MILSET Executive Committee for final approval.

A National Office shall have the same rights and obligations as a Member and shall abide to the articles included in Part V of the present Statutes.

### **Article 27: Rights**

National Offices shall have the right to:

- Establish a legal entity and define its Statutes and Internal Rules and processes, provided they are consistent with the Organisation's Statutes and Internal Rules. Any subsequent amendments or revisions must be submitted to the Regional Office to verify their compliance before they may take effect.
- Manage the organisations of its geographical area on behalf of the Organisation.
- Levy an annual membership fee.
- Establish national programmes. National programmes shall have the right to use the MILSET National name.

### **Article 28: Obligations**

National Offices shall:

- Abide by the Vision, Mission, Values, Charter, Statutes, Internal Rules and Policies of the Organisation, and MILSET Programme Standards.
- Administer and provide services to organisations in their country.
- Administer the Organisation's programmes in their country.
- Report annually to the Regional Office in a manner specified by the Organisation.

## Part VIII: FINANCES

### **Article 29: Fiscal Year**

The fiscal year shall begin January 1 and end on December 31.

### **Article 30: Financing**

The revenues of the Organisation include:

- Annual membership fees.
- Portion of participation fees from activities.
- Donations.
- Grants and sponsorships.

### **Article 31: Remuneration**

Members of the Executive Committee shall not receive remuneration for their services.

### **Article 32: Liability**

Members that resign or for which the membership has been cancelled or terminated from the Organisation have no claim to the Organisation's assets.

## Part IX: GENERAL DISPOSITIONS

### **Article 33: Internal Rules, Policies, Standards**

The Executive Committee shall prepare and update Internal Rules, Policies and Standards to regulate the conduct of the Organisation's affairs and programmes, and to define the roles and responsibilities of the Organisation's Officers and committees.

### **Article 34: Dissolution, Liquidation**

In case of dissolution of the Organisation, the General Assembly shall appoint one or more liquidators, determine their attribution, and indicate the way the remaining assets shall be distributed.

The recipient of assets must be a disinterested organisation, foundation or network with objects like those of the Organisation.

### **Article 35: Common Right**

Anything unforeseen by these Statutes shall be governed by applicable legislation in France.





## MILSET STATUTES

VERSION	APPROVAL/REVISION DATE	GENERAL ASSEMBLY LOCATION
1	July 16, 1987	Quebec, Canada
2	July 18, 2003	Moscow, Russia
3	July 22, 2015	Brussels, Belgium
4	August 8, 2017	Fortaleza, Brazil
5	September 25, 2019	Abu Dhabi, UAE
6	February, 2022	Note: modification of the address of the legal seat approved by the EC
7	October 2023	Puebla, Mexico
8	October 1, 2025	Abu Dhabi, UAE