

EUROPEAN FEDERATION OF ETHICAL AND ALTERNATIVE BANKS AND FINANCIERS

International non-profit-making association

INTERNAL RULES

Approved by the Annual General Meeting of 16 June 2015

Article 27 of the Articles of Association of the FEBEA stipulates: "The Board shall present a set of internal rules of procedure to the General Assembly which shall endorse them. Are defined in these rules all that elements not regulated in the Association's Articles".

The Internal Rules can adopt all provisions relating to the implementation of the Articles of Association and to the operation of the Federation in general provided they do not infringe the mandatory provisions of the Articles of Association, the law and the Charter, and can impose on its members all that is deemed useful in the interests of the Federation.

Chapter 1: Purpose of the FEBEA

In conformity with its Articles of Association, the FEBEA has the objective of "developing ethical and solidarity-based finance in Europe through the dissemination of information and citizens' participation

To this end, it aims at:

- supporting the exchange of information and experience and the co-operation between national networks and practitioners of the social economy and finance in Europe or the European Free Trade Area;
- representing its members with the EU institutions and other financial and political organisations;
- creating the financial and banking instruments necessary to the fulfilment of this purpose. "

Chapter 2: Members

Three colleges of members are distinguished:

1. Effective members:

A candidate seeking membership to FEBEA as an effective member must fulfil the following conditions:

- a) Be a legal person, of one of the following types, whose activity corresponds, even partially, to FEBEA's purpose:
 - financial institutions working with savings and/or capital funds, or
 - foundation having institutional links with a financial institution of comparable nature or
 - mutual cooperative bank, or others or

- an enterprise providing similar financial or technical services

- b) adhere, sign and respect the FEBEA Charter
- c) have a balance sheet of at least one million euros
- d) have autonomy of decision vis-à-vis any organisation or external company
- e) have its registered offices in one of the Member States of the European Union or the European Free Trade Area, even if its activities are located in other countries
- f) offer the FEBEA transparent and complete information on its internal functioning, the collection of savings and the use of resources. Transmit all useful information relating to its activities.

Founding members:

Among the effective members, the term “founding members” refers to the original founding members as well as to the members co-opted unanimously by the original founding members. Are founding members:

- BANCA POPOLARE ETICA
- TISE
- CAISSE SOLIDAIRE DU NORD PAS DE CALAIS
- CREDAL
- CREDIT COOPERATIF
- HEFBOOM
- LA NEF (co-opted)

2. Associate Members:

The FEBEA can also have strategic relations with institutions and legal persons that are not effective members and propose to them to become "associate members". On the proposal of the Board of Directors, the following are entitled to become associate members:

- organisations that have their registered office in a member state of the European Council or in a country that has an accord / is associated with the European Union.
- institutions participating in FEBEA initiatives

To become an associate member, the candidate should adhere to and sign the FEBEA Charter.

Associate members cannot be elected to the Board of Directors and have no voting right at the General Assembly, even if they have been invited to participate.

They can also participate in the working groups set up within the FEBEA and make use of the FEBEA tools.

Associate members can request to become effective members, but they will have to follow again the membership application procedure and show that they comply with all the requirements applying to effective members.

3. Honorary members:

These are natural persons with recognised competence in the field of ethical and solidarity-based finance.

The Board of Directors appoints the honorary members by a two-third majority of the votes present or represented.

Chapter 3 : Admission procedure

Any legal entity willing to be an effective or associate member of the association must address a written application to the Board of Directors. The Board will then send to the candidate :

- an application form to collect all general information on the candidate;
- the Association's Articles;
- the Internal Rules;
- the Charter;
- An evaluation questionnaire on the compliance with every criterion listed in the Charter.

The candidate will have to fill in the admission form and the questionnaire and send the documents to the Board, with the last balance sheet available, copy of the company registration certificate, the Articles of Association and a Motivation Letter to clearly express the reasons for which it wants to become a FEBEA member, which benefits it expects from the membership and which values it can bring to the association.

The candidate will receive also the visit of two members of the association, indicated by the Board, in order to have a better knowledge of the structure and the activities of the candidate. If there's already a FEBEA member from the same country, the visit will be carried out by two members of a foreign country and one member of the same country. The members will send a visit report to the Board.

The Board will consider all documents received to adopt its decision, that will be sent to the General Assembly to be ratified.

The amount of the membership fee is fixed each year by the General Assembly.

Each member is free to pay an additional contribution to the one defined by the General Assembly, according to the benefits that he consider to have obtained thanks to the FEBEA activity.

For the first membership year, each new member shall pay 1.5 times the annual contribution fixed by the Board of Directors and approved as part of the budget approval by the General Assembly. The membership fees are thus equal half of the contribution of the year of joining.

Chapter 4 : FEBEA's Charter

New members shall accept and abide by the ethical Charter, appended to this Internal Rules, moreover each member undertakes to submit, by the 1 of June of each year to the Chairman a yearly update on its positioning concerning all the criteria of the Charter, by filling in the questionnaire that will be sent by the Board of Directors each year, and any information relating to changes in the direction of its activities, the nature of which may challenge their membership. Of course, the Chairman has the right to demand an explanation from a member with regard to the nature of its activities.

Chapter 5 : Association's organisation

Functioning of the Board of Directors:

The Internal Rules refer to the Association's Articles on this point.

Delegation of powers and signature powers:

The Board of Directors decides on the delegation of powers and signature powers.

Functioning of the General Assembly:

The Internal Rules refer to the Association's Articles on this point.

As stated by the art. 3 of the Articles of Association, FEBEA can create any operational tool needed in order to achieve its objectives. FEBEA will essentially play a role at a cultural and political level, and all initiatives and activities promoted will be concretely carried out with the operational tools already created (such as SEFEA), or that will be created for this purpose.

Chapter 6: Resignation and exclusion of members

Every member is free to resign from the FEBEA by notifying its decision in writing to the Board of Directors as far as it has fulfilled its commitments to the Federation.

The exclusion of a member as already provided for by article 8 of the FEBEA's Articles can be decided notably in the following cases:

- non-compliance with the Association's Articles, Internal Rules (or of the Charter) and particularly omission or refusal to submit any information relating to his/her activities which may challenge its membership in FEBEA.
- non-payment of the annual contribution not later than 31 December of the reference year.

The exclusion of a member is the exclusive competence of the General Assembly. The member will be informed before the General Assembly of the exclusion procedure envisaged against it.

Chapter 7: Working Groups

On the decision of the FEBEA Board of Directors it is possible to set up thematic or geographical sub-sections of members (Working Groups).

Each member is encouraged to participate in at least one working group set up.

Each working group is committed to provide to all members a report on the work carried out and of the results or conclusions obtained during the year.

This account is formalised in the Association's annual activity report.

Chapter 8: Alterations to the Internal Rules and of the Charter

Any alteration of the Internal Rules and of the Charter must be approved by the Board of Directors by a simple majority of the votes of the members present and represented, and subsequently ratified by the General Assembly by a simple majority of the votes of the members present and represented.