

## THE STATUTES OF NORWEGIAN CHURCH AID

*Carried by the Council on 23 October 1979 with amendments to § 4 of 26 November 1993, § 5 of 25 November 1983 and 22 April 1994, § 4 of 22 November 1996, §§ 5 and 6 of 26 November 1999, §§ 4, 5 and 6 of 26 April 2002, § 4a of 25 April 2003, §§ 4a, 5 and 6b of 24 April 2004, §§ 4, 5 and 6 of 21 April 2006, § 5 of 5 June 2009, and § 5 of 23 May 2014, §§ 4a and 6c of 27 May 2016.*

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### § 1

Norwegian Church Aid is an independent diaconal organisation commissioned by Christian churches in Norway, which, on the foundation of God's word, is committed to holistic concern and care for those who suffer physical and spiritual hardship.

### § 2

The aims of Norwegian Church Aid are:

- a. to provide assistance outside Norway to refugees, victims of disaster, and others who suffer and are in need of relief assistance, regardless of race, nationality, political convictions, creed or religion.  
In extreme cases assistance can also be given to people in Norway;
- b. to take the initiative and participate in programmes, projects and processes aimed at improving the living conditions and standards of people in developing countries, to ensure basic human rights and contribute to peace and reconciliation;
- c. to provide assistance to churches in need;
- d. to inform the population of Norway about people who are in need, the underlying causes of need, the human resources of people in need and how people in Norway can help relieve their suffering.

### § 3

Norwegian Church Aid endeavours to achieve these aims through:

- a. activities initiated and implemented by Norwegian Church Aid;
- b. activities in co-operation with national church-based organisations and other non governmental organisations at home and abroad;
- c. activities in co-operation with the World Council of Churches, the Lutheran World Federation and other international church-based organisations;

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- d. co-operation with governmental agencies.

## § 4 The Council

- a. The Council consists of representatives from Christian denominations or church groupings in Norway, and are appointed by them. The appointees are as follows:

- Church of Norway - 1 representative from each Diocesan Council and 7 members elected by the Synod
- National Christian organisations for youth work and home mission – The YWCA-YMCA of Norway - 1 representative
- The Evangelical Lutheran Free Church of Norway - 1 representative
- The Free Evangelical Congregations - 1 representative
- The Baptist Union of Norway - 1 representative
- The Mission Covenant Church of Norway - 1 representative
- The Salvation Army - 1 representative
- The United Methodist Church in Norway – 1 representative
- Pentecostal Movement in Norway – 2 representatives

For each Council appointee there shall be one deputy member appointed. Other Christian denominations and church groupings in Norway may apply for the right to appoint a member to the Council.

After applying, umbrella organisations and ecumenical organisations may be given observer status on the Council. Observers have the right to speak, but no right of initiative or voting.

These applications are decided by the Council upon recommendation from the Board and require a 2/3 majority of the attending members to be carried.

- b. Appointments are effective from the annual Council meeting for a period of 4 years.
- c. The Council meets once a year, and otherwise as decided by the Board or if requested by at least 1/3 of the Council members.  
Notifications of ordinary Council meetings require 2 months' notice.  
Extraordinary meetings may be called with 3 weeks' notice.  
Council business papers, including the nomination committee's recommendation, shall be received by the Council's members a minimum of 3 weeks before the meeting. Any proposals for material changes of statutes shall accompany the notice and shall also be sent to the nominating body.
- d. The Council elects its own Moderator and Vice Moderator for the appointment period of 4 years.

The Council is quorate when at least half of the members are present. In the event of a tie in cases not involving the election of persons the Moderator has the casting vote.

- e. The Council shall:

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- Elect the Chairperson of the Board by separate vote
  - Elect the Board
  - Select an auditor and decide the auditor's fee
  - Discuss the Board's annual report
  - Approve the audited financial statements with annual report
  - Approve the organisation's overall policy document
  - Discuss the strategic plans the Board presents to the Council
  - Revise the Statutes
  - Elect the Nomination Committee and Nomination Committee Leader by special election
  - Elect the Moderator and Vice Moderator
- f. The Council's members may forward proposals to the Board on issues they want to be on the Council's agenda. The final proposals for the agenda are prepared by the Board and approved by the Council's Moderator. Items not indicated on the agenda may be brought to the table through a 2/3 majority vote by the attending members.
- g. The Board and the General Secretary are invited with the right to speak to the Council meetings. Other staff members are invited in consultation with the General Secretary, the Chairperson of the Board and the Moderator of the Council.
- h. A motion of no confidence against the Board requires a 2/3 majority vote by the attending Council members in order to be carried.

## § 5 The Board

Norwegian Church Aid has a Board consisting of 12 members: the Chairperson and 8 members elected by the Council, 2 elected by and among the employees of Norwegian Church Aid and the elected leader of Changemaker. First and second deputy members are elected for Changemaker's elected leader and the employees' representatives.

The Board's Chairperson is elected by the Council through a separate vote. The Board constitutes itself at its first meeting after the Council meeting. Term of office for the Chairperson is normally 3 years from Council meeting to Council meeting. The Chairperson may be re-elected twice.

The term of office for the Board members is 3 years from Council meeting to Council meeting. The term of office on the Board for Changemaker's elected leader coincides with offices held in Changemaker. Each year, 3-3-3 members respectively retire from the Board. Retiring Board members may be re-elected, but no member can remain in office for more than 9 consecutive years.

Should a Board member resign during his election period, a new member will be elected at the next Council meeting for the remainder of the election period of the departing member.

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A Board member may not be a member of the Council. If a member of the Council is elected to the Board, a new member of the Council must be appointed.

The Board is quorate when at least 7 members are present. In the event of a tie, the Chairperson has the casting vote.

The Board governs Norwegian Church Aid's activities and shall:

- a. Propose amendments to the Statutes to the Council.
- b. Present the Board's annual report and audited financial statements with annual report to the Council.
- c. Propose amendments to the organisation's overall policy programme to the Council.
- d. Approve the organisation's budgets and plans, including Global Strategy Plan.
- e. Appoint the General Secretary and approve the mandate for the position.
- f. Oversee the administration through the General Secretary.
- g. The Board may, to the extent that it is necessary, establish national boards in places where national law requires that there must be a national board for the activities of Norwegian Church Aid. National boards shall be subordinate to the Board in Norway. The Board in Norway shall appoint members to the national boards, provided this is consistent with national law, and shall supervise the national boards.  
The Board in Norway may establish articles of association, budgets and other provisions for national boards, including rules on the remuneration of board members, and may delegate authority and tasks to the national boards.

## § 6 The Nomination Committee

- a. The Nomination Committee shall consist of 5 members elected by and among the Council's members and serves for the same period as the Council. The Council elects the Leader of the Nomination Committee.
- b. The Nomination Committee shall propose candidates to the post as Chairperson of the Board, members of the Board and Nomination Committee, Leader of the Nomination Committee, Moderator and Vice Moderator.
- c. The Nomination Committee shall present a prioritised list of proposed candidates to the Board. The list shall reflect the current competency needs of the Board. The list shall contain a reasonable proportion of candidates belonging to The Church of Norway and other churches/church communities. In addition, the proposal shall have a reasonable balance between male and female candidates and between candidates of different ages.
- d. Additional candidates may be proposed at the meeting by the Council members. All candidates must have been asked and announced that they are willing to serve.

## § 7

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The General Secretary is in charge of the day-to-day management of the organisation and is the official representative of the organisation.

## § 8

The combined signatures of the Chairperson of the Board and the General Secretary are legally binding for Norwegian Church Aid. The Board may also in special circumstances grant power of attorney to one of the two. The Board may grant power of procuration.

## § 9

The Statutes may be revised by the Council with a 2/3 majority of the attending members.

## § 10

Should Norwegian Church Aid be dissolved, funds at hand (assets) are to be used for diaconal purposes in accordance with the Council decision. The decision to dissolve Norwegian Church Aid can be made by the Council with a 2/3 majority of the attending members. Before a matter of dissolution can be discussed, all the nominating institutions shall be given the opportunity to express their opinions in writing, with a minimum of 8 weeks to respond, from the date of receiving the notice that such a matter has been forwarded to the Council. Notification of the Council meeting where such a matter shall be dealt with, shall be in writing and with a minimum of 4 weeks' notice. It should be mentioned in the notice of the meeting that a matter of dissolution is on the meeting's agenda.

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