

Statutes of the World Food Programme Alumni Network (WFP/AN)

(As amended as at 19 June 2017)

Article 1 – Establishment

An entity to be known as the World Food Programme Alumni Network (hereinafter referred to as 'WFP/AN', 'the Alumni Network', 'the Network', or 'AN') is hereby established as a non-profit body, recognized and operating within the WFP family, with its seat at the headquarters of WFP in Rome. The relations between the Alumni Network and WFP are specified in a Letter of Understanding (hereinafter referred to as 'LOU'), which has been signed between WFP and the Network on 14 November 2014 (attachment 1). This LOU also sets out the purpose and objectives of the Network as well as the respective obligations of both parties. The Network is a forum where former and current WFP employees can unite in friendship globally, renew their contact with each other and with WFP, and help to promote WFP's mission towards the elimination of global hunger. It also serves as a platform to review opportunities to involve the Alumni in humanitarian work with WFP. The principal organ for communications will be the WFP Alumni Network webpage of the WFP Website.

Article 2 - Membership

1. There are two types of membership:
 - a) Full membership of the Alumni Network shall be open to all former staff members of WFP who held continuing, indefinite or fixed-term appointments, including locally recruited staff with UNDP contracts, be that Field or Headquarters.
 - b) Associate membership shall be open to former short-term staff and consultants, former UN volunteers (UNVs) and Domestic Development Services Volunteers (DDFV), Junior Professional Officers (JPOs), former staff on loan from other organizations, spouses/partners and surviving spouses/partners of former staff members with continuing or fixed-term appointments.

Full members of the Alumni Network, who are reemployed by WFP, shall be considered as associate members for the duration of their employment to avoid any potential conflict of interest. Both the members and associate members shall be referred to as "Alumni".

2. Applications for full membership and associate membership (for definition see Art. 2 para.1) shall be submitted to the Steering Committee (see Art. 3 para.3), hereafter referred to as SC, for clearance. The SC may request WFP to verify the past, or current, employment status of the applicant, or the status of the spouse/partner, including surviving spouses/partners.
3. The granting of full membership and associate membership may be subject to payment of a fee towards the cost of running the Network. Members may decide in due course about such contributions, which will be determined by the majority of members voting.
4. Full membership and associate membership will end upon the voluntary withdrawal of the member or death, or in case of failure to make the financial contribution as agreed and defined by the alumni.
5. The request for voluntary withdrawal of membership shall be notified in writing or by electronic mail to the SC.
6. Cancellation of membership shall be decided by the SC in case of conduct prejudicial to the interests of WFP or the Network, upon recommendation by an ad hoc committee, drawn from all full members.
7. Upon obtaining status of full or associate member, the members implicitly agree to observe the UN confidentiality rules. They also accept to release WFP from liability resulting from their misuse of WFP property or damage, if used on WFP premises and from accidents not due to WFP negligence.
8. The Network will hold individual members responsible for any violation of their obligations under these Statutes.

Article 3 - Organization

1. The Alumni Network shall hold General Meetings (hereinafter referred to as "GM") and be managed by a Steering Committee (hereinafter referred to as "SC").
2. General Meetings (GM)
 - 2.1 All members of the Network will be entitled to attend the general meetings. Former WFP employees who are not members of the AN and WFP staff in active service may attend as observers. General meetings shall be called by the SC at least every two years in conjunction with the term of the SC, with at least three months' notice. The GM may decide on a different frequency of its

meetings as and when required. The Chairperson and the Rapporteur of the GM will be elected by the majority of all full members attending.

2.2 The proposed agenda for a GM and decisions to be taken shall be circulated by the SC to all members at least one month in advance. This should in particular include projects and activities proposed for implementation.

2.3 The GM shall vote by a two-thirds majority on the Statutes of the Network and any changes therein. Any other items are decided by simple majority. Associate members have no voting rights.

2.4 Members not able to attend in person may communicate their opinions by email through the Secretariat of the SC.

2.5 The GM shall consider the report of the SC and any vacancies on the SC. It shall carry out such further discussions as may be requested by members.

3. Steering Committee (SC)

3.1 The members of the SC are elected as set out in para. 3.5 to 3.7 below and confirmed by the GM. They shall be full members of the Alumni Network in good standing. Membership in the SC shall, as far as possible, reflect a reasonable regional and gender distribution. Associate members are not eligible to sit on the SC.

3.2 The SC shall consist of the president, two vice-presidents, two members, the treasurer, the secretary and the alternate secretary, for a total of eight members. Each of the members of the SC shall be assigned specific responsibilities, such as programming, IT support, fund raising, advocacy, public relations as decided by the GM or agreed by the SC.

3.3 The distribution of functions and responsibilities between the components of the SC shall be decided by the SC at its first constituent session.

3.4 The term of office of each SC component shall be of two years and not exceed a total of three terms. Seats which become vacant during a term shall be filled from members of the Alumni Network, appointed by the SC by co-option until the end of the respective term of the SC.

3.5 Every full member of the Alumni Network may be a candidate for the SC, provided s/he is supported by at least three other full members. In supporting a candidate, regional and gender criteria should be kept in mind (see para.3.1 above). The candidature shall be communicated to a designated ballot officer, who shall call for applications not less than three months before the end of the

current mandate of the SC. The ballot officer shall have the standing of an associate member of the SC (see para. 3.9 below).

3.6 The names of the candidates shall be communicated to all members not less than two and one half months before the end of the current mandate of the SC. Elections to the SC shall be by secret ballot through electronic voting. A discreet email address shall be opened, that only the Ballot Officer and the Secretary of the Election Panel can access. Members who have no access to electronic voting may mail their ballot in a properly sealed envelope to the Ballot Officer. They shall be kept unopened in a safe place until they are opened on the day when the results of the electronic voting are scrutinized.

3.7 Candidates shall be considered as being elected in decreasing order of number of votes received. The scrutiny of votes shall be carried out by a panel composed of two members of the SC, the Secretary or alternate Secretary, who may not be candidates themselves, and the Ballot Officer. To respect neutrality, the SC may designate other SC members or appoint other alumni by cooption to sit on the panel.

3.8 Meetings of the SC may be conducted at WFP HQ and elsewhere, with teleconferencing whenever this is practical and possible. Such meetings will require the participation of at least the president or vice-president, two full members, and the secretary or alternate secretary. Decisions of the SC shall normally be taken by consensus. The person presiding may decide to put a decision up for a vote. Each participant, including the secretary and alternate secretary has one vote. In case of a tie, the vote of the president shall prevail.

3.9 The SC may appoint other Alumni as associate members by co-option for specific functions. They shall have no voting rights.

3.10 There shall at least be one SC meeting in conjunction with every GM. Additional meetings may be called as required by at least three SC members, including the President or Vice-President. Everyday business shall be conducted by email exchange.

3.11 The SC shall organize, or propose to the GM, activities and events in furthering the aims and functions of the Alumni Network and decide on the necessary financial commitment in their support. The SC shall present to the GM an annual report of activities together with an audited account, and a list of items for decisions requiring approval by the GM, including a list of candidates for election or re-election to the SC.

3.12 The SC shall appoint for each term legal representatives, who will manage an account for the Alumni Network. This account should have two sub-accounts to permit:

- a) fund raising for WFP activities and
- b) if agreed by the alumni, the receipt of alumni membership fees (see Art.2.3).

3.13 In order to open bank accounts, a separate document, called Bye-Laws of the WFP Alumni Network in the English version (attachment 2a) and 'Atto di Costituzione' in the Italian version (attachment 2b) has been produced, summarizing the Statutes and the LOU, and listing the alumni who have been designated by the President and the SC members eligible to operate the bank accounts.

Article 4 – Regional Organization

1. The Alumni may, and are encouraged to, form regional or local chapters. These chapters will be guided by the present Statutes, adapted, if necessary, to suit local conditions. In cooperation with WFP/HQ, Regional or Country Offices, as well as WFP representational offices in New York, Geneva, Washington, Tokyo, Addis Ababa etc., they may organize activities and events and raise funds, keeping the SC informed. Upon request, the SC may consider allocating central funds for this purpose.
2. The establishment of regional and local chapters and their internal organization and financing will be communicated to the SC.
3. Each local chapter will agree on a presiding Coordinator. Chapter Coordinators will be '*ex-officio*' members of the SC with full voting rights.
4. Chapter Coordinators are expected to keep close contact among each other and with the SC, and exchange information on programmes, projects and other activities of general interest. They shall prepare activity reports for consideration by the GM.

Article 5 – Alumni Directory

1. In close cooperation with WFP, the SC shall develop and maintain an electronic Alumni Directory, to provide a basis for facilitating contacts between the Alumni and permit the formation of regional and local chapters. WFP shall not be responsible for providing the Alumni Network with WFP employee information, but will inform departing employees about the existence and purpose of the Alumni Directory. The Directory will include a search functionality by name and geographical area
2. The Directory shall be posted on the Webpage of the Alumni Network with an access code. Alumni may populate the Directory by accessing this website and filling the Alumni Directory form.

Art. 6 - Relations with the Former FAO and Other UN Staff Association (FFOA) and other similar bodies

1. The Alumni Network will respect the mandate of FFOA in general and specifically will not become involved with pension, after-service medical and group life insurance matters, for which FFOA has exclusive responsibility.
2. The SC and the Executive Committee of FFOA shall consult each other on matters of mutual interest, including individual cases that might be raised by their members. They shall ensure that the social and other initiatives of both entities are adequately coordinated.
3. The SC shall consult and coordinate initiatives with other similar bodies as appropriate.

Article 7 – Validity of these Statutes

1. The present Statutes have entered into force by approval of the General Meeting of the Alumni on 8 June 2015 and reflect amendments and changes agreed by the GM of 19 June 2017.
2. Any further changes in these Statutes require a decision by a subsequent General Meeting of the Alumni (Art.3 para.2.3). Between General Meetings, the Steering Committee may submit proposed changes in the Statutes to the Alumni at large. They require a two-thirds majority of votes cast by full members.
3. These Statutes and any further changes therein will be communicated to WFP.