



## **CAN EECCA CHARTER**

### **NETWORK RULES AND GOVERNANCE PRINCIPLES**

#### **INTRODUCTION**

This document aims to provide clarity and set rules for the way the CAN EECCA (Climate Action Network Eastern Europe, Caucasus and Central Asia) is organised and works. It should be used as a guide to define how members of CAN EECCA best work together with the ultimate aim to bring the change we need.

#### **Main terms**

CAN EECCA – Climate Action Network Eastern Europe, Caucasus and Central Asia

Node – an official regional or national branch of the Climate Action Network;

CSO – Civil Society Organisation;

Member – CSO or an initiative which was officially accepted to join CAN EECCA;

Board – up to 5 members of CAN EECCA, who are elected by General Assembly for two years term with an aim of providing strategic guidance and support for the Network as volunteers;

Secretariat – an executive body that reports to the Board and General Assembly. On a daily basis it works to support the activities of the Board and the General Assembly and serves as the CAN EECCA information, coordination and expertise hub for stakeholders on the regional and global level;

Node coordinator – same as a Coordinator of the Secretariat of CAN EECCA, coordinates work of the secretariat;

General Assembly – The General Assembly is the highest authority of CAN EECCA. The General Assembly is composed of one representative from each member of the Node and meets once a year in regular session (offline, online or hybrid).

#### **TITLE 1. Name and fundamental documents**

##### **Article 1**

The network has the name of "Climate Action Network Eastern Europe, Caucasus and Central Asia". The network keeps the right to use in all documents the abbreviation "CAN EECCA".

##### **Article 2**



The network bases its regulations on CAN International Charter and on this Charter itself.

## **TITLE 2. Mission and objectives**

### **Article 3**

CAN EECCA's mission is to support, reinforce, and develop civil society organisations in the EECCA region in their capacity for tackling the climate crisis, influencing development and implementation of climate policy leading to climate justice.

### **Article 4**

#### **Strategic objectives of CAN EECCA are:**

1. Support of the ambitious and equitable climate policy development in EECCA countries, including through coordination at UNFCCC negotiations.
2. Mobilization of civil society and strengthening their influence on climate policy on different levels, including local communities.
3. Sharing experience among various stakeholders, creating platforms for collaboration and dissemination of knowledge on the climate crisis.
4. Cooperation with media, development and support of communication channels in the climate field.

### **Article 5**

#### **Objectives can be accomplished through:**

1. Climate advocacy work in EECCA countries at national, regional and international levels;
2. Providing advisory and climate consultancy;
3. Issuing climate-related publications, reports and surveys;
4. Implementation of climate projects and campaigns;
5. Running press-campaigns, creating communication products on essential climate topics and cooperation with media;
6. Organizing or co-organising climate mobilization;
7. Raising awareness on climate change issues on different levels;
8. Adaptation of scientific information for a wide public;
9. Cooperation with academic circles on climate change issues.



## **TITLE 2 Area of Activity**

The area of activity of CAN EECCA is Eastern Europe, Caucasus and Central Asia countries. The work of CAN EECCA can be related to international, regional, national and local issues impacting the environment and/or climate in the EECCA region.

## **TITLE 3 Members**

### **Article 6**

To apply for a membership in CAN EECCA, organisation/initiative should comply with the following criteria:

1. Work in one of EECCA countries;
2. Be a registered environmental non-governmental organisation, or provide a clear argument on why the registration is not possible;
3. Work at least on one of CAN EECCA's strategic objectives;
4. Agree with CAN EECCA Charter and Vision;
5. Not to be affiliated with the interests of fossil fuel businesses or any government;
6. Support the principles of gender and climate justice through their work.

In case the member stops complying with any of the above-mentioned points, the decision about disaffiliating it as a CAN EECCA member will be raised either with the Board, or with the General Assembly.

### **Article 7**

The number of the members of the network is unlimited. CAN EECCA accepts new members through a written online application, which is reviewed by a Coordinator and current members of the network. The Board can influence the process in case of such need.

### **Article 8**

**Members rights are:**

1. All Members may attend the General Assembly and other CAN EECCA events;
2. Members can represent CAN EECCA at the national, regional and international levels in case of full compliance with the CAN vision and strategy;



3. Members can participate in the CAN EECCA granting programs and other activities of the CAN EECCA;
4. All members can receive news and newsletters on a regular basis, as well as share their news with the network;
5. Members can take part in regular CAN calls, as well as express their opinion during the events organised within global CAN network;
6. Members can take part in CAN International working groups, meetings during COP and other events organised for CAN members;
7. Members can participate in the organisational development of the CAN EECCA network and its promotion and fundraising.

## **Article 9**

### **Termination of membership status:**

- A. The CAN EECCA Membership automatically terminates at the moment of:
  1. Delivery to the CAN EECCA Secretariat of a written resignation letter signed by the decision making person of this particular member organisation;
  2. Dissolution of CAN EECCA;
  3. Dissolution of the member organisation.
- B. Reasons for a Member's expulsion include:
  1. Non-compliance with Article 6 of this Charter;
  2. Serious violation of this Charter or non compliance with CAN EECCA Vision;
  3. Proven affiliation with state interests or the interests of the fossil fuel business;
  4. Absence of any communication from the Member during 1 year;
  5. Serious threat of damage or actual damage to the CAN EECCA and its reputation.
- C. The process of terminating membership:
  1. Node coordinator must clearly communicate the reasons for possible membership termination to the member in question and try their best to organise a dialogue;
  2. Cases for involuntary membership termination are decided by the Board and, if needed, by the General Assembly;
  3. In case, there is no response from the member in question during the period of 3 months, their membership can be terminated by the Board or General Assembly.



## **TITLE 4 General Assembly of CAN EECCA**

### **Article 10**

- A. The General Assembly is the highest authority of CAN EECCA. The rights of the General Assembly of CAN EECCA refer to the powers and responsibilities that are granted to the General Assembly. The General Assembly is composed of one representative from each member of the Node and meets once a year in regular session (offline, online or hybrid);
- B. General Assembly sessions are lead and planned by the Board;
- C. All technical and reporting procedures can be organised by the Secretariat;
- D. The General Assembly must be held in one of the CAN countries unless proven completely impossible.

### **Article 11**

#### **Rights of the General Assembly:**

- A. The power to discuss and make recommendations on any matter within the scope of the CAN EECCA Charter and vote for changes in the Charter;
- B. The right to receive and consider reports from the Board and Secretariat of CAN EECCA;
- C. The power to elect new Board members and accept new member of the network;
- D. The power to consider and approve the CAN EECCA budget;
- E. The power to make recommendations to Members, Board and Secretariat of CAN EECCA on any matter within the scope of the CAN EECCA Charter;
- F. The power to consider and adopt the CAN EECCA development strategy, priorities, projects etc;
- G. The power to establish any kind of committees, working groups and project groups within the network.

### **Article 12**

#### **General Assembly rules:**

- A. The decisions are taken by a majority of the present members. However, we strive for consensus;
- B. The General Assembly can only discuss items mentioned on the agenda, unless 2/3 of the present members of the General Assembly approve, in case of urgency, to discuss other issue;
- C. At the General Assembly, every member can be represented by another member to vote when a written mandate is provided.



- D. The decisions of the General Assembly will be kept in the written form and accessible for members or to a third party that can prove its need.

## **TITLE 5 Board of CAN EECCA**

### **Article 13**

- A. The Board of CAN EECCA is a representative and decision-making body of the node network, which members (not less than three and no more than 5) are elected by the General Assembly with the period of 2 years;
- B. At any given time the Board should consist of the representatives from each sub-region of the network, namely from Eastern Europe, Caucasus and Central Asia;
- C. Member of the Board can be elected by General Assembly with the vote of simple majority principle;
- D. Same member of the Board can be elected only for the period of two terms maximum;
- E. Membership of the Board is suspended automatically if the organization that the Board member represents in the network and in the Board, leaves the network.
- F. Among themselves, the Board elects a Chairperson for the term of 1 year;
- G. Member of the Board can be elected as a Chairperson only for two terms;

### **Article 14**

#### **The Board is responsible for:**

- A. Representing CAN EECCA at the highest level;
- B. Promoting the mission, objectives and activities of CAN EECCA;
- C. Identifying and appointing the coordinator of the Secretariat, and if necessary dismissing the coordinator;
- D. Developing concepts for further CAN EECCA strategic development and priorities for its activities;
- E. Advocating on behalf of CAN EECCA for the matters of importance to the network;
- F. Developing procedures and guidelines for the operation of CAN EECCA, General Assembly and Secretariat;
- G. Sharing information with CAN EECCA and other CAN nodes representatives and with the broader stakeholder community;
- H. Providing financial oversight, including approval of the annual budget and financial report,



- I. Ruling on other issues that are not within the responsibility of the Network Coordinator.

## **Article 15**

### **Chairperson of the Board is responsible for:**

- A. Convening and chairing the Board's meetings, directing debates, ensuring observance of the rules, facilitating decision-making in disputable cases, and putting questions to vote;
- B. Maintaining communication between the Board and the Secretariat's Coordinator;
- C. Ensuring that all the members of the Board perform their responsibilities as outlined in specific document accepted directly after election of the members of the Board;
- D. Ensuring that the conflict of interest prohibition principle is respected in the decision-making of the Board;
- E. Ensuring that the performance of the Board is assessed by its members before each General Assembly;
- F. Initiating the termination of the mandate of a Board member in the case of unsatisfactory performance;
- G. Evaluating the performance of the Secretariat's Coordinator on an annual basis.

## **Article 16**

### **Board meetings:**

- A. The Board usually convenes up to 10 meetings a year between the General Assemblies, as well as a meeting before the General Assembly. Meetings are scheduled depending on the availability of its participants and the CAN EECCA priorities. Board meetings can be held offline, online or be hybrid;
- B. The Board meetings can be initiated and lead by the Chairperson of the Board;
- C. The Board meetings can be called by majority of Board members or by a requirement of CAN EECCA members;
- D. The Board meeting has decision making power if a simple majority of elected Board members is present.

## **TITLE 6 Secretariat of CAN EECCA**

## **Article 17**

### **CAN EECCA secretariat**



- A. CAN EECCA Secretariat is an executive body that reports to the Board and General Assembly.
- B. It works to support the activities of the Board and the General Assembly and serves as the CAN EECCA information, coordination and expertise hub for stakeholders on the regional and global level;
- C. Secretariat staff supports the Coordinator's work, organises CAN EECCA activities and manages CAN EECCA finances in accordance with the Board's instructions;
- D. The Secretariat ensures greater visibility of CAN EECCA activities, its members and their increased contribution to the climate change topics in the EECCA region;
- E. Together with the Board, the Secretariat is developing advocacy and communication campaigns on matters of importance to the CAN EECCA and takes stock of the policy developments, while ensuring its further communication to the Board members, General Assembly participants and the general public.

## **Article 18**

### **Coordinator of the Secretariat, same as a Node Coordinator:**

- A. The Board appoints the Secretariat's Coordinator;
- B. The Coordinator is a legal representative of the Secretariat and CAN EECCA network. He/she/they is/are appointed by the Board and reports directly to the Board and the General Assembly;
- C. The Coordinator appoints the staff of the Secretariat in coordination with the Board;

### **Responsibilities of the Node coordinator:**

- D. Managing the Secretariat;
- E. Managing the procedure for accepting new members into the network;
- F. Preparation of an annual report on the activities of the network and presentation at the CAN EECCA General Assembly;
- G. Communicating with current and potential donors;
- H. Preparing applications for grants and reports in consultation with the Board;
- I. Representing CAN EECCA and its activities during meetings with different stakeholders (potential partners, government officials, media etc);
- J. Managing the network's internal communication platforms;
- K. Coordinating the preparation process before UNFCCC negotiations (sending timely information to the members, supporting them in acquiring accreditation, badges and all the necessary information regarding the conference);





- L. Meeting with EECCA delegations during UNFCCC negotiations together with members;
- M. Staying in contact with CAN International and other CAN Nodes, replying to their requests and sharing relevant news/positions/reports with them;
- N. Coordinating a process of preparing common positions and documents for CAN EECCA.
- O. Coordinating a constant update of CAN EECCA website and social media;
- P. Facilitating/coordinating of regional meetings to discuss and develop common positions on climate policy issues;

## **TITLE 7 Changes of the Statutes**

### **Article 20**

Only the General Assembly can implement changes in this charter. For all circumstances, which are not provided in the charter, please refer to the international practice of not-for-profit organisations.