INTERNATIONAL FORUM OF NATIONAL NGO PLATFORMS

(Forus, FIP or IFP)

STATUTES

Updated on September 5, 2018
Updated on March 26th, 2026

Article 1. Name

An association is founded between those who have signed up to these Statutes (hereinafter the "Association") governed by the law of 1 July 1901 and the decree of 16 August 1901 and their successive amendments.

The Association's name is the "**International Forum of National NGO Platforms**" and its acronym is Forus, FIP or IFP.

The present Statutes have versions in French, English, Spanish and Portuguese. In case of a discrepancy between the different language versions, the French version will prevail. The masculine gender is used through this text for the sake of readability, applying to both men and women.

Article 2. Purpose

The purpose of this Association is to:

- promote exchanges and cooperation between national platforms and between regional coalitions of NGOs at regional, interregional and international levels through advocacy, capacity-building and strengthening of strategic relationships, partnerships and alliances;

- promote the participation of organised non-governmental actors in international debates;

- promote and/or organise dialogue between organised non-governmental actors with various international actors;

- promote the positions of national platforms and regional coalitions of NGOs with respect to public authorities, international organisations and other actors, to influence policies concerning, among others, civil society, fair and equitable development objectives and people living in poverty;

- strengthen the capacity and effectiveness of member organisations and partners in their organisation and development practices;

- more generally, any operation directly or indirectly related to this purpose or to similar activities or related to its aim and purpose, irrespective of the medium.

Article 3. Registered office

The registered office is fixed in Paris, France.

It may be transferred to any place by a simple decision of the Council.

Article 4. Duration

The Association is established for a period of 99 years from the date of its publication in the Official Journal. It can be extended by a decision of the Extraordinary General Assembly after 99 years.

Article 5. Composition

5.1 Categories of members

The Association comprises:

- active members: National NGO Platforms (NPFs),
- associate members: Regional Coalitions, NPFs awaiting approval of their membership, NPF without legal status.
- observer members: networks, movements, etc.

Active members are National NGO Platforms with a legal status which fulfil the membership application form criteria defined in the Rules of Procedure which participate in activities and are up-to-date with their annual membership fees.

Only one National Platform can be accepted per country.

Associate members are those who adhere to Forus' Charter of Values, are up-to-date with their annual membership fees, and meet one of the following conditions:

- be a Regional Coalition of National NGO Platforms;
- be a National Platform wishing to join Forus, but not yet meeting all the criteria set out in the Rules of Procedure
- be a National Platform without a legal status.

Observer members are those who adhere to Forus' Charter of Values and are up-to-date with their contribution to the costs for the activities they take part in.

5.2 Membership procedures

Membership of the Association shall be awarded in accordance with the provisions of the Rules of Procedure. Membership of the Association is also subject to compliance with the following procedures and conditions:

- for active members: the acquisition of the qualification of member shall be subject to the payment of the annual membership fees on first request, after acceptance of their qualification of membership by the Council;

- for associate members: the acquisition of the qualification of member shall be subject to the payment of the annual membership fees on first request, after acceptance of their qualification of membership by the Council;

- for the observer members: the acquisition of the qualification of member shall be subject to the payment of their contribution to the costs of the activities they participate in and their acceptance as a member by the Council.

5.3 Loss of membership

The qualification of member is lost by:

- resignation notified by a member and addressed to the Chair of the Association;

- the revocation pronounced by the Council (for a breach of these Statutes or the Rules of Procedure or the Charter, including failure to share the values specific to the Association and expressed in its social purpose, non-payment of the annual membership fees or for any serious grounds found by the Council), the member called into question is invited to present in advance their case to the Council;

- the dissolution, for whatever cause of legal persons, or their declaration of being in a state court-ordered liquidation;

- the disappearance of any of the conditions necessary for the acquisition of the qualification of member.

5.4 Annual membership fees

The amount of the annual membership fees shall be fixed by the General Assembly, based on Council's proposals.

Active members and associate members will pay this membership fee.

Observer members will pay a contribution to the costs based on the activities they participate in.

The payment of the annual membership fees is mandatory.

However, in the event of financial difficulty, the member concerned may send an exemption request in writing or by electronic means to the Council in the month following the membership fees demand.

The annual membership fees demand is the subject of a document sent individually by any means, including by email.

Article 6. Resources and means of action

6.1. Resources

The Association resources comprise:

- annual dues and contributions of members to the Association's expenses, according to their category;

- grants from international organisations, States, regions, departments, towns, and from their public institutions or with any other legal status under public or private law;

- individual donations, and donations from public service institutions;

- revenues from goods sold or services provided by the Association;

- income from possessions of any kind belonging to the Association;

- bequests;

- any resources permitted by law, jurisprudence and the departmental responses.

6.2. Means of action

The Association's means of action include:

- any publication on any media, displays, audio or audio-visual programmes, websites, intended for the public in public or private places;

- any communication, training and support for participants involved in the coordination between the platforms, in their intervention with governmental authorities and international organisations;

- the organisation of awareness-raising campaigns and the promotion of goals, means of action and the actions of platforms, in all places and regardless of the medium;

- the organisation of events, meetings, conferences, courses, interventions, group or private discussions, in connection with the Association's purpose;

- the provision of any material, financial, legal and human support to participants to improve and strengthen the cooperation and intervention with the bodies concerned by the action of the Association;

- the occasional or permanent sale of products or services, contributing or likely to contribute to the achievement of the Association's purpose.

Article 7. Operation/Organisation/Decision-making bodies

7.1. General operating rules

The Association comprises its members, who collectively meet at the General Assembly, which defines and decides the general directions and long-term goals, a Council, guarantor of respect of decisions taken by the platforms, a Chair, who represents the Association and a Secretariat, responsible for implementation.

The Association's working languages are English, Spanish, French and Portuguese. Other languages may be used according to needs and means, after decision by the Council.

The summons to General Assemblies and meetings of the Council and, where appropriate, the sending of documents prior to meetings of the Council (agenda, draft resolutions of accounts, management reports, etc.), may be communicated by means of any media, including by email.

The email addresses used for electronic communication are declared by each member no later than the month following their membership. Each member is responsible for updating them and the Association cannot be held responsible for sending of a summons or a prior document to an address not updated by the member.

The General Assemblies are regular or extraordinary and can only validly deliberate if the rules of quorum and majority are respected. The decisions regularly adopted by the meetings are mandatory for all. To validly deliberate, the quorum required for each meeting must be respected throughout the duration of the meeting.

The General Assemblies and meetings of the Council may be held remotely, by video conferencing, audio conferencing, private chat or any other means of telecommunication able to identify the members and participants to ensure the confidentiality of the discussions.

The means of telecommunication chosen must enable the uninterrupted viewing and/or hearing of the members gathered. The minutes of the deliberations state the occurrence of any technical incidents which may disrupt the process of the meeting held remotely.

The summons to the General Assembly which is held remotely may be sent by any means, including by email. In all cases, it shall indicate a start time and an end time and shall specify the applicable time zone.

The facilitator of the meeting shall ensure that the points on the agenda are discussed, that the time allotted to discussions on these points is respected and ensure that the telecommunication means chosen do not constitute a technical barrier to the expression of the members who meet.

A virtual attendance sheet shall be implemented.

Electronic voting by remote transmission in the meeting is permitted. It permits voting members participating in the meeting by video conferencing, audio conferencing or private chat, to vote online via the website. The Chair shall set any additional voting procedures, if necessary.

In the case of voting by proxy at a remote meeting, the summons must specify the time limit for sending the proxy forms, if not specified, no later than the day prior to the meeting. No proxy sent after the start of the meeting will be able to produce any effect. In any case, the forms must ensure the identity of the voting members.

Appropriate and reasonable time is given for every member of the Council to vote, not exceeding one week.

7.2 Regular General Assembly

a) Nature and powers of the Regular General Assembly

The General Assembly (GM) is the supreme decision-making body of the Association, it:

- deliberates on all matters contained in the agenda as well as other matters;
- decides on the Association's general political directions;
- approves the tri-annual reports on activities and financial statements submitted by the Council
- approves the tri-annual working plan;
- elects members of the Council;
- discusses any item proposed on the agenda by the Council;
- authorises the Council to sign any acts, to conclude any commitments, and to incur any obligations which go beyond the framework of its statutory powers;
- approves the list of regions from which representatives on the Council are elected and the number of seats on the Council for each one;
- approves the amount of the dues, on the basis of the Council's suggestion.

b) Composition of the Regular General Assembly

The General Assembly comprises one representative for each active, associate and observer Member.

Only active members have the right to vote at the General Assembly. Each active member has one vote. An active member may not receive more than one proxy in addition to their own.

The representatives of active, associate and observer members must be members of the Council of their organisation or equivalent or hold a written mandate authorising them to take part in all the discussions during the General Assembly.

c) Operating procedures

The Regular General Assembly shall be held at least every 2 years.

The necessary quorum for deliberations of the Regular General Assembly is set at half the active members plus one.

The General Assembly takes its decisions by a consensus or by a simple majority of the voting members present or represented.

In the case of sharing votes, the Chair of the Association has the casting vote.

At the start of the meeting, the voting conditions and procedure are laid down. The vote is not necessarily secret.

7.3 Extraordinary General Assembly

a) Nature and powers

The Extraordinary General Assembly is convened in a special way outside of the framework of Regular General Assemblies.

It rules on the agenda set by the Council.

b) Composition of the Extraordinary General Assembly

Like the Regular General Assembly, the Extraordinary General Assembly comprises all active, associate and observer members.

Only active members have the right to vote at the Extraordinary General Assembly. Each active member has one vote. An active member may not receive more than one proxy in addition to their own.

c) Operating procedures

The Extraordinary General Assembly may be convened at any time on the request of two-thirds of the members of the Council, or on request of one half of the active members plus one sent to the Chair of the Association who must then convene it.

It is automatically convened in the event of the resignation of three-quarters of the members of the Council.

The quorum necessary for its deliberations is fixed at three-quarters of the members who have the right to vote in the General Assembly. The Extraordinary General Assembly takes its decisions by a simple majority of the voting members present or represented.

7.4 Council

a) Nature and powers

The Council represents the members of the General Assembly in the management of the Association. It is responsible for:

- implementing the decisions and the strategic directions and policies voted for in the General Assembly;
- ensuring activities are coordinated within the Association;
- accounting for its activities and management each year and during General Assemblies;

- deciding on the acquisition and disposal of any movable property and movable objects, arranging for repairs and work to be carried out, and buying and selling any financial instruments and securities;

- leasing and acquiring any building necessary to achieve the Association's purpose, conferring any leases and mortgages on the Association's property, proceeding with the sale or exchange of such buildings, performing any borrowing and granting any collateral or guarantees;

- deciding on the opening and closing of bank accounts;

- drafting the broad lines of communications and public relation actions;

- drawing up the budgets and controlling their execution; and preparing and approving the Association's draft budget;

- drawing up the accounts for the financial year ended and approving the accounts that the Council communicates to the Regular General Assembly every 3 years;

- approving the Association's Rules of Procedure;

- electing the Chair and other members of the Executive Committee;

- authorising acts and commitments exceeding the framework of the Chair's powers;

- deciding on the acceptance, exclusion or status of any member, by a simple majority of the members of the Council;

- supervising and monitoring the work of the Secretariat;

- preparing and scheduling the General Assembly;

- proposing and implementing an action plan decided in the General Assembly;

- consulting and circulating information to the members as soon as is necessary;

- organising formal and permanent institutional relations with other actors (trade unions, international organisations, foundations, etc.);
- organising international advocacy;

- ensuring compliance with the collective rules.

b) Composition

The composition of the Council meets the criteria of representativeness and diversity of active members of the Association. Only active members may be elected to the Council, except in the case of regions with one (1) seat in the Council only and where members decide to give mandate to a Regional Coalition for representation in the Council. The concerned Regional Coalition would have the same rights and duties as other Council members.

The members of the Council serve the Association first and not a Platform or a Regional

Coalition. The representations are institutional and not of a personal nature. Each Platform needs to appoint a permanent representative and an alternate representative to the Council. The alternate member needs a proxy for the representation of the permanent member.

The number of members serving on the Council is determined according to a regional breakdown (Annex 1 of the Statutes).

The General Assembly shall elect the members of the Council according to the geographical distribution of registered offices. The members of the Council are elected from among the active members of the Association, except in the case of the Pacific.

In the case of a vacancy of one or several positions of elected Council members, the Council may temporarily fill them by co-optation. Replacements are chosen amongst active members. If the number of Council members has fallen below the statutory minimum, the Council must co-opt new temporary elected Council members, which will have a mandate ending in the closest General Assembly.

c) Duration of the mandate of the Council

The Council's term of mandate is two (2) years. The Council will be renewed by at least one third every two (2) years.

Council members may not remain on the Council after a maximum of three (3) consecutive terms, except for the representatives from regions with 1 member only or from regions where the members have given mandate to the Regional Coalition for representation in the Council.

The Council can co-opt up to 3 additional members.

A Council member’s duties cease by:

- resignation notified in writing by a Council member to the Chair of the Association;
- unjustified absence at more than three consecutive Council meetings;
- loss of the qualification of member of the Association;
- revocation on serious grounds;
- dissolution of the Association.

d) Operating procedures

The Council shall meet at least twice a year, or more if necessary, on the convening of the Chair and on the initiative of either the Chair or at least one-third of the members of the Association, physically or by videoconference, and it may also convene an Extraordinary General Assembly.

The summons are issued by any means, including by email and addressed to the Council members at least 5 days prior to the date fixed for the meeting. If no member objects, the

Council may be convened immediately.

The convocations contain the agenda for the meeting.

The Executive Committee prepares the agenda. When the Council meets on the initiative of one-third of its members, they may request the inclusion on the agenda of issues of their choice.

The Council may validly deliberate and decide when it has a quorum of half plus one members present or represented.

A Council member may authorize another Council member to represent him, and to participate in Council's decisions in his place.

The Council shall convene and choose the place and date of the Regular General Assembly.

The Council shall request the annual membership fees.

The decisions within the Council shall be adopted by a consensus.

In case of a lack of consensus, the Council may proceed to a simple majority vote. In the case of tied vote, the Chair has the casting vote.

The Council may listen to any person likely to contribute to its deliberations.

Any decision adopted by the Council shall commit all members of the Council.

7. 5 The Chair

a) Duties

The Chair combines the duties of Chair of the Council and of Chair of the Association.

The Chair shall ensure the current management of the Association under the control and supervision of the Council. He is elected by the Council from among its members.

The Chair shall be elected for a duration of 2 years. The mandate may be renewed once.

The Chair might be French or of another nationality.

b) Powers

The Chair is invested by the Council. He acts on its behalf and on account of the Council and of the Association, and particularly:

- represents the Association in all acts of civil life, and has all powers to commit it within the limits of the social purpose;

- he performs the functions of employer;

- he may, on the initiative of the Council, bring any court actions to protect the interests of the Association, perform any transactions, and prepare any appeals
- he convenes the Council and General Assemblies and chairs meetings;
- he is authorised to open and operate any accounts and passbooks at any credit and financial institutions;
- he implements the decisions taken by the Council and the General Assembly;
- he signs any purchase or sale contracts and, more generally any acts and contracts necessary to implement the decisions of the Council and General Assemblies;
- he manages expenditure, in consultation with the Executive Committee;
- he proposes the Association's Rules of Procedure for the approval of the Council;
- he presents an annual report to the Council, including the financial report;
- he may delegate, in writing, his powers and signature;
- he may terminate such delegations at any time;
- he hires the responsible of the Forus Secretariat and terminates his employment contract.

Any act or commitment exceeding the framework of the powers defined above will have to be previously approved by the Council.

A Chair who does not resign can only be removed by a court decision at the request of an associate on fair grounds including in the event of disagreement with one or several members paralysing the running of the Association.

7.6 Executive Committee

The Executive Committee is composed by the Chair, three Vice-chairs and one Treasurer.

The division of tasks between the different positions and the Executive Committee operating procedures are specified in the Rules of Procedure.

7. 7 Secretariat

a) Nature and role

The Secretariat comprises a team employed under the authority of one responsible. It ensures the daily operation of the Association. It is responsible for facilitating and coordinating the implementation of the directions and decisions taken in General Assemblies and in the Council meetings.

The Secretariat facilitates the organisation and implementation of the Association's activities.

It is placed under the responsibility of the Council.

It works in four languages: English, French, Spanish and Portuguese. Other working languages may be used depending on the circumstances and means.

b) Operating procedures

The Secretariat establishes, or ensures the establishment under its control, of the minutes of the Executive Committee, the Council, and General Assemblies meetings. It keeps the Association's registers or ensures such registers are kept. It issues or ensures statements are issued to the prefecture, and publications in the Official Journal, in respect of legal or regulatory provisions. It is responsible for facilitating and coordinating the implementation of the directions and decisions taken in General Assemblies and in the Council meetings.

It may act by delegation of the Chair.

c) Powers

The Secretariat shall ensure the correct material, administrative and legal operation of the Association.

The tasks and operating procedures of the Secretariat are specified in the Rules of Procedure.

Article 8. Adopting positions

Common positions are taken on a proposal by the members of the Association and/or the Council.

They are adopted by each platform, but the Council may seek the support of the largest number of members and propose to the Association that a position be taken in its name. If all of the platforms agree, the positions may be taken. A consultation will be organised by the Secretariat at the request of the Council or any member of the Association. However, in the absence of a response from one or several members, the position may nevertheless be adopted on behalf of the Association, if it has been expressly confirmed by the absolute majority of the members of the Council.

Article 9. Transfer of employment contracts

The Association will be responsible for and will fulfil, in place of Coordination SUD association, any employment contracts concluded by the latter, in accordance with the provisions of article L. 11224-1 of the Labour Code, within a period of one year.

Article 10. Implementation and cross-cutting functions

Active members are responsible for implementing the Association's activities.

Depending on the resources available, implementation and cross-cutting functions may be performed by an active member or an associate member at the request of active members.

If necessary, and in agreement with the regional coalitions, the latter may support and facilitate working processes, both operationally and organisationally.

Article 11. Modification of Statutes

The present Statutes can be modified by a General assembly convened for this purpose. Statutes amendments proposals are submitted to the decision of the General Assembly by the Council.

Article 12. Rules of Procedure

These Statutes are supplemented by Rules of Procedure. They are adopted by the Council on the proposal of the Chair. They concern, in particular, the functioning of the Council, the Executive Committee and the Secretariat.

Article 13. Dissolution

The dissolution of the Association may be proposed to the Council by at least two-thirds of the active members of the Association up-to-date with their commitments. If the Council deems the application admissible and justified, it can take the decision to convene an Extraordinary General Assembly. The decision to convene the Extraordinary General Assembly is taken by at least two-thirds of the Council members.

The resignation of two-thirds of the members of the Council shall lead to the immediate convening of an Extraordinary General Assembly.

The dissolution of the Association may only be pronounced by a two-thirds majority vote of the active members according to their commitments at the Extraordinary General Assembly.

In case of dissolution, the Extraordinary General Assembly shall appoint one or more liquidators to perform liquidation operations. Upon the closure of the liquidation operations, it shall pronounce the devolution of the net assets in accordance with the provisions of the law of 1 July 1901 and the decree of 16 August 1901 and its subsequent amendments.

In the event of dissolution, the assets shall be passed on to an organisation which has the same objectives.

Article 14. Statutory auditors

The Association has an External auditor, chosen by the Council. Their mandate is for 6 years, renewable. The Council is responsible for choosing and renewing the External auditor. The auditor's reports are shared with and presented to the General Assembly.

Article 15. Charter

The Association's Charter is annexed to the Association's Statutes. The Charter contains the Association's main founding principles. It is mandatory for all members to adhere to the Charter.

Adherence to the Statutes also implies complete adherence to the Charter. A breach of the Charter may result in the loss of qualification of member.

Article 16. Powers

The disclosure formalities prescribed by the law and the regulations are carried out upon the diligence of the Chair who is specially authorised to sign the notice to be inserted in a newspaper authorised to receive legal notices in the department of the registered office, jointly with the Executive Committee or any person appointed by them.

Article 17. First Council

The founders of the Association shall meet in Paris, on 11 December 2015. They shall designate the members of the first Council.

The members of the first Council are:

- **ABONG - Associação Brasileira de ONGs (Brazil), Damien Hazard**
- **ACCIÓN - Asociación Chilena de ONG (Chile), Miguel Santibanez**
- **BOND - British Overseas NGOs for Development (United Kingdom), Ben Jackson**
- **CCOD - Conseil de Concertation des ONG de développement (Republic of the Congo), Clotaire Nsiloulou**
- **CONGAD - Conseil des ONG d'Appui au Développement (Senegal), Amacodou Diouf**
- **CONGCOOP - Coordinación de ONG y Cooperativas (Guatemala), Helmer Velasquez**
- **Coordination SUD - Solidarité Urgence Développement (France), Philippe Jahshan**
- **Espace Associatif (Morroco), Mustapha Bouhaddou**
- **InterAction (United States), Samuel Worthigton**
- **KCOC - Korea NGO Council for Overseas Development Cooperations (South Korea), Seong-Hoon Lee**
- **Kehys - Finnish NGO Platform (Finland), Rilli Lappalainen**
- **MACOSS - Mauritius Council of Social Service (Mauritius), Samad Sairally**
- **NFN - NGO Federation of Nepal (Nepal), Daya Shrestha**

- **PIANGO - Pacific Islands Association of Non Governmental Organisations (the member countries have chosen to be represented by the Pacific Regional Coalition), Emele Duituturaga**
- **VANI - Voluntary Action Network India (India), Harshvrat Jaitli**

STATUTES APPROVED BY THE EXTRAORDINARY GENERAL ASSEMBLY, ON 5 SEPTEMBER 2018 AND SIGNED IN ORIGINALS.

[list of signatories]

Annex to the Statutes - Representation on the Council

Annex 1 - Regional breakdown*

Regions	Number of representatives on the Council
Latin America	3
North America	1
Pacific	1
Asia	3
Europe	3
Africa	3
North Africa - Middle East	1
Total	**15**

* In cases where 2 or more representatives are appointed by a regional coalition, at least one of them should be a woman.