

Internal Rules of Operation



SVU Volleybal
Uilenstede 100
1183 AM Amstelveen
info@svuvolleybal.nl

General

Article 1

1. The association called SVU Volleybal was founded on September 1, 1969 and was called ASVU Volleybal until December 12, 2006, the day the association took formal legal authority.
2. The internal regulations apply inexplicably linked to the statutes of the association, as most recently amended and completely re-established by notarial deed on December 12, 2006.
3. Everyone should treat each other with respect. Discrimination based on religion, race, sexual orientation or on any ground will not be tolerated. A safe sports climate and adherence to shared norms and values in dealing with each other are things SVU as an association wants to ensure as described in the SVU Volleyball Behavioural Code.

Article 2

1. The association is registered in the association register of the Chamber of Commerce under number: 34262103.

Article 3

1. The association is affiliated with the Dutch Volleyball Association called Nevobo, in these regulations further referred to as the Nevobo.
2. Playing members of the association are also members of the Nevobo.

The Association

Article 4

1. The amount and composition of the contribution are reviewed every year during the general members meeting in May.
2. The color of the association is blue; which means that the competition shirt is blue and the competition pants are dark. For the libero, the competition shirt is orange. The back and chest numbers are in white.
3. The general meeting as referred to in art. 15 paragraph 1 of the statutes, may decide that certain teams play matches in different uniforms.
4. Playing members receive this competition shirt on loan from the association, for which an annual fee of €1,50 is paid. This amount is part of the membership fee. The competition pants are for your own purchase.
5. Members invited to a match are obliged to appear on the playing field in the club's uniform, bearing the shirt and chest number assigned by the secretariat.
6. If the competition shirt is lost or the competition shirt is not returned in time, a fine of €50 will be allocated to the relevant member.
7. If a match ball is lost, or a full ball bag is not fully delivered at the end of the season, a fine of €70 per ball will be allocated to the team concerned.
8. Each team will receive a referee whistle in the ball bag at the beginning of the season. If this whistle is lost, a fine of €10 will be allocated to the team concerned.
9. The association is not liable for the loss of items calculated as the property of its members or guests.
10. If members do not appear on the playing field in time for a match, a possible subsequent sanction from the Nevobo will be passed on to the relevant team. Withdrawing a team from a match does not guarantee the avoidance of a sanction, unless the rescheduling of the match has been confirmed by the secretary.

Members and membership

Article 5

1. Application for membership must be made to the secretary, by means of the appropriate registration form.
2. Registration with the Nevobo is done by the association.
3. Playing members are required to have a digital player card.

4. Cancellation of the membership must be made in writing to the secretary before 15 July of the relevant year. If a relevant member does not comply with this deadline, a fine of €17,50 will be allocated to the relevant member for administrative costs incurred from the Nevobo.
5. If you leave during the association year, without notifying the Head TC before the start of the association year, costs for the played half of the season(s) will be collected, including administration costs of €17,50.
6. Graduated students are allowed to join SVU Volleybal for up to two years after graduation. Exceptions may be made to this.
 - a. Requests for the above exception will be submitted to the Head TC. The decision will be made by the executive board.

Article 6

1. To this end, the members are divided into the following categories:
 - 1.1 Playing members;
 - 1.2 Non-playing members namely:
 - a. Training members, training along with playing members;
 - b. Recreational members;
 - 1.3 Aspiring members;
 - 1.4 Donors; Donors as referred to in art. 4 paragraph 5 of the statutes;
 - 1.5 Honorary members; Honorary members as referred to in art. 4 paragraph 4 of the statutes are exempt from payment of contribution.

Article 7

1. The official announcements and regulations are shared with the members by the board in September in the 'How to survive SVU?!' introductory booklet.
2. All members are expected to be aware of the announcements made in this introductory booklet from the board, divisions or committees and of the competition program.

Article 8

1. Change of address must be communicated to the secretary as soon as possible, preferably by email.

Article 9

1. The members, as referred to in art. 4 paragraph 2 of the statutes, can be periodically charged by the board, but no more than twice per association year, with acting as counter/line referee at home games of the teams where counters and line referees have been made mandatory by the Nevobo.
2. The members, as referred to in art. 4 paragraph 2 of the statutes, can be periodically charged by the board, but no more than four times per association year, with the task of fulfilling the competition management on a competition evening/day. In principle, they will only be designated for this on their own competition evening/day.
3. In absence of a member charged with a task as referred to in art. 9 paragraphs 1 and 2 of the internal rules, a fine of €20 can be imposed on the team of the member concerned as compensation for a replacement arranged on site.
4. Teams that play in the federation competition and play in a class or division that requires more than a V6 license to referee, are deemed to comply with a supply of new referees per association year.
 - a. Teams playing promotion class or higher are expected to provide at least one new VS3 licensed referee each association year, and:
 - i. A minimum of two new V4 licensed referees, or;
 - ii. Minimum of two new VS3 second referees.
 - b. Teams that play first class or second class are deemed to have:
 - i. Provide at least one new VS3 licensed referee, or;

- ii. At least two new V4 licensed referees, or;
- iii. Minimum of two new VS3 second referees.

Article 10

1. Members are responsible for their own behavior, the board is therefore not liable for any negative consequences of this behavior.

Contribution

Article 11

1. Members are required to pay association fees annually. This includes the costs of membership (SVU Volleyball), room rental (VU Sports Center), competition contribution (Nevobo) and a sportcentrum membership (VU Sports Center).
2. The association contribution is annually determined by the general meeting as referred to in art. 5 of the statutes.
3. The Nevobo competition is determined annually by the regional council meeting of the Nevobo.
4. Free participation in a training course can be used three times per season, after that payment of the contribution is mandatory.

Article 12

1. Payment of the contribution is made by means of a direct debit or at the request of the member by transferring it themselves.
2. Payment of the contribution must be made before November 1 of the current association year or within two months after registration with the association. In the event of interim acceptance of membership at the start of the new calendar year, a reduced rate determined by the association will be applied. This amount must be paid as soon as possible, but no later than two months after the acceptance of the membership. The provisions of article 5 paragraph 1 apply mutatis mutandis.
3. In principle, no refund of contribution will be given.
4. All costs of collection of contributions and any fines imposed by the Nevobo as well as by SVU Volleybal are for the account of the member concerned.
 - a. The debit of fines by the Nevobo or SVU Volleybal in the event of violation of the internal regulations will be recovered by means of a direct debit from the member or members who are in violation.
 - b. If the association is held liable for acts that can be attributed to the behavior of a member or members by external bodies, the amount of compensation will be recovered from the relevant member or members by means of a direct debit.
5. All claims against the association, as well as declaration forms for expenses on behalf of the association, must be submitted digitally or in writing to the treasurer.

The Board

Article 13

1. The general board is formed by the daily board, consisting of the chairman, secretary and treasurer. If possible, the day-to-day management also consists of the Head Technical Committee and the External Affairs Commissioner.
2. In the event of the loss of one of the board members during the board year or if there are too few candidates for the successive board, a suitable solution will be sought in consultation with the current board, the supervisory board and the candidate board.

Article 14

1. The chairman is responsible for the general management of the association.
2. This person also takes care of the external presentation, in consultation with the external affairs commissioner.
3. This person is responsible for drawing up the agendas for the board and general meetings.
4. This person presides over the board and general meetings and has the right to close the

discussion if he believes that the meeting has been sufficiently informed, but is obliged to open it again if at least two board members, respectively two-thirds of the voting members present, so request.

5. This person decides in a board meeting in the event of a tie.
6. This person maintains contacts with departments, working groups or committees not represented on the board.
7. This person is responsible for all committees, with the exception of the audit committee and the technical committee, referred to in Article 25.6.
8. This person reports to the board on matters concerning his department.
9. The association has 23 committees. The committees are:
 - a. Activiteitencommissie (ACCO);
 - a. Arbitragecommissie (ArCie);
 - b. Barcommissie (BaCo);
 - c. Batavierenracecommissie (Batacie);
 - d. Beachvolleybalcommissie (Beachcie);
 - e. Galacommissie (Galacie);
 - f. Inteamcommissie (Inteam);
 - g. Internationaal Toernooi (ITcie);
 - h. Introductiecommissie (Introcie);
 - i. Kascommissie (Kasco);
 - j. Lustrumcommissie (Luco);
 - k. Paparaziecommissie (Paparacie);
 - l. Merchandisecommissie (Mercie);
 - m. Nachttoernooi (NTcie);
 - n. Noodcommissie;
 - o. Promotiecommissie (Promocie);
 - p. Smoelenboekcommissie (Smoelenboekcie);
 - q. Surfcommissie (Surfcie).
 - r. Technische commissie (TC);
 - s. Toernooicommissie (Toernooicie);
 - t. Wintersportcommissie (Wintersportcie/Wispocie);
 - u. Interassociation Committee (Interassocie).

Article 15

1. The secretary is responsible for the internal organization of the association.
2. This person is responsible for keeping the notes of board and general meetings.
3. This person is in charge of conducting correspondence.
4. This person maintains the archive of the association.
5. This person is responsible for the administration department and manages the membership administration.
6. This is responsible for registering new members with the association.
7. This person is responsible for designating back and chest numbers in accordance with the applicable provisions of the association to members as referred to in art. 4 paragraph 2 of the statutes.
8. This person also fulfills the function of competition secretary and is the contact person for the association on behalf of the association, regarding all matters concerning the competition organized by the association.
9. This person is responsible for informing the members of tournaments and competitions organized by other associations, in which the members are invited to participate.
10. This person reports to the board on matters concerning his department.

Article 16

1. The treasurer is responsible for the management of the funds of the association and keeps the accounts thereof.
2. This person regularly informs the board of the financial situation of the association.
3. This person reports, at the general meeting as referred to in art. 14 of the articles of association, on behalf of the board on the financial situation of the association, submitting a statement of expenditure and receipts.
4. This person must submit a budget for the next financial year on behalf of the board at the last general meeting of the association year as referred to in art. 14 of the articles of association
5. This person is obliged to allow inspection of his documents by the audit committee, as referred to in art. 13 paragraph 3 of statutes, at all times.
6. This person requires authorization from the board for expenses other than those resulting from the application of statutes, bylaws or board resolutions.
7. This person is charged with collecting the contribution as referred to in art. 11 paragraph 1 of these regulations.
8. This person is responsible for the collection of fines imposed by the board and/or the Nevobo from the members concerned.
9. This person reports to the board on matters concerning his department.

Article 17

1. The head of the technical committee is charged with leading the technical committee and is ultimately responsible for putting together the teams that compete in the league.
2. This person is responsible for the internal coordination of his department.
3. The technical committee department consists of at least seven members, namely the chairman of the technical policy department as referred to in art. 13 of these regulations and those responsible for the men's and women's competition.
4. In the general meeting as referred to in art. 14 of the articles of association, report on behalf of the board of the policy pursued by its technical committee, with submission of appropriate documents.
5. This person is responsible for assigning trainers and coaches for all playing teams.
6. This person is responsible for drawing up and monitoring a technical policy plan.
7. This person is responsible for organizing the trainer evaluations.
8. This person is responsible for taking any further legal action that may be conducive to the level of play.
9. This person is charged with the function of referee coordinator.
10. This person is responsible for the appointment of counters/lines judges at home matches of the teams in those competitions where this is mandatory by the association, with due observance of the provisions of art. 9 paragraph 1 of these regulations, as well as with due observance of the applicable provisions of the association.
11. This person is responsible for managing materials.
12. This person reports to the board on matters concerning his department.

Article 18

1. The external affairs commissioner replaces the chairman in his/her absence.
2. This person is responsible for the promotion of SVU Volleybal.
3. This person is responsible for communication with external organizations.
4. This person is responsible for maintaining the website and social media of SVU Volleybal.
5. This person is charged with seeking and acquiring income other than through contributions. The latter uses all legally permitted means for this purpose, but within the limits set by the general meeting as referred to in art. 14 of the articles of association, or the limits set by the board.

6. This person is responsible for conducting the negotiations for this purpose in collaboration with the board.
7. This person is responsible for the external presentation of the association, in consultation with the chairman as referred to in art. 14 paragraph 2 of these regulations.
8. This person reports to the board on matters concerning his department.
9. The commissioner conducts business in the general meeting as referred to in art. 8 paragraph 1 of the Articles of Association, report on behalf of the Board of the matters falling under its department, with submission of relevant documents.

Article 19

1. The members of the general board are appointed by the general meeting as referred to in art. 8 paragraph 1 of the Articles of Association, elected for a term of one year.
2. The board selects the board candidates through an application procedure in consultation with members of the Supervisory Board and nominates them in a general meeting.
3. Interim retirement of a board member is possible with due observance of the provisions of art. 9 paragraph 2 of the Articles of Association.
4. Interim appointments to the board must be made at the next general meeting as referred to in art. 8 paragraph 1 of the Articles of Association, to be ratified.
5. In the event of interim accession to the Board, the membership roster as referred to in paragraph 2 of this article will remain in full force.
6. Resigned board members are immediately eligible for re-election.

Article 20

1. Unless the board determines otherwise, the board meets when the chairman or two other board members desire.
2. The board can also take decisions outside meetings, if no board member opposes this method of decision-making and all board members participate in this decision-making.
3. The following conditions apply to making decisions:
 - a. All decisions, including the decisions referred to in paragraph 2 of this article, are taken by a majority of the valid votes cast, provided that the majority of the board members in office are present during the vote.
 - b. Majority means at least half plus one.
 - c. Blank votes are marked as not cast.
4. Each proposal will be voted on separately and orally, unless the chairman or another board member wishes otherwise.
5. The opinion expressed by the chairman that the board has taken a decision is decisive. The same applies to the content of a decision taken, insofar as a vote was taken on a proposal that was not laid down in writing.
6. If the correctness of the judgment referred to in paragraph 5 of this article is contested by two board members immediately after the judgment referred to in paragraph 5 of this article has been pronounced, the decision to be taken will be laid down in writing if necessary, and a new vote will take place if a board member so desires. This new vote cancels the legal consequences of the original vote.
7. The decisions taken by the board will be communicated to the person(s) involved as soon as possible and/or published in the monthly info mail.

Article 21

1. The board decides in all cases not provided for in the articles of association or the internal regulations.

Article 21 A

1. Board members reserve the right in accordance with the statutes to request persons, being members or non-members, to leave the sports hall and/or changing rooms with regard to the safety of everyone's health and property.

- a. Should the individual(s) concerned fail to comply with the request, the board may proceed to impose a sanction as referred to in art. 28 paragraph 3 of these regulations.
2. Protocols regarding such an emergency are drawn up by the board in consultation with the guidelines of the GGD Netherlands, RIVM, Nevobo, NOC*NSF and the Dutch government that apply at that time.
3. An emergency committee can be appointed by the board in extreme circumstances, for a period of, in principle, one association year with a possible extension.
4. When there is no longer a need for an emergency committee, it will also be disbanded by the board.
5. The emergency committee is also authorized in the function as referred to in art. 21 A paragraph 1 of these regulations. The board always remains the highest authority here and the emergency committee is not authorized to impose sanctions as stated in paragraph 1a of art. 21 A of these regulations. There is also a duty of confidentiality for the emergency committee.

Article 22

1. The committee treasurers regularly report to the treasurer on the financial situation of the committees, submitting a statement of expenditure and receipts.
2. For each committee, an annual meeting is held by the general meeting as referred to in art. 14 of the articles of association, budget determined on the proposal of the treasurer.
3. Before a committee actually receives the budget to be spent, their budget must be approved by the treasurer.

Article 23

1. All committee members of the committee referred to in art. 14.9 of these regulations, with the exception of the technical committee, emergency committee and audit committee, are appointed and appointed by the committee coordinator on behalf of the board for a term of one year in principle.
2. The general meeting as referred to in art. 14 of the Articles of Association, has the right to remove the persons appointed and appointed in this way from their position if, in the opinion of the meeting, they do not fulfill their position properly.
3. A resolution to that effect requires at least two-thirds of the valid votes cast.

Trainers

Article 24

1. Trainers are those charged with the responsibility of providing training to their designated team on training evenings for a period agreed upon with the Head of TC.
2. All trainers are obliged to sign a trainer's contract at the start of the season in order to have mutually agreed agreements between the board and the trainer clearly on paper.
3. Trainers are entitled to an annual fee, which is made available either by the VU Sports Center or by SVU Volleybal. Trainers who give training twice are entitled to an additional compensation that is made available by SVU Volleybal.

Committee of auditors

Article 25

1. The audit committee as referred to in art. 13 paragraph 3 of the Articles of Association, consists of at least two adult members.
2. The members of the audit committee are appointed at a general meeting as referred to in art. 14 the statutes elected in office.
3. Resigned members are not immediately eligible for re-election.
4. The members of the audit committee may not sit on the board, as referred to in art. 13 paragraph 3 of the statutes.
5. This is charged with checking the financial administration of the treasurer and reports on its findings after the presentation of the annual financial report. Her findings must be agreed upon at every GMM.

Supervisory board

Article 26

1. The Supervisory Board acts as an advisory and controlling body of the Board.
2. This council consists of at least five members and consists of former board members and members of the association with relevant experience as a board member.
3. The Supervisory Board elects its successors.
4. Members of the Supervisory Board are appointed for a period of one board year, with the possibility of extension.
5. The Supervisory Board is charged with the following responsibilities:
 - a. Checking the board for compliance with the policy plan;
 - b. Advising the board when the board deems it necessary.

Sponsorship

Article 27

1. The association can enter into an agreement with one or more sponsors for a term fixed by contract.
2. The contract referred to in paragraph 1 of this article may not contain any provisions that entitle the sponsor to intervene or influence the technical or administrative course of affairs in the association.
3. The contract referred to in paragraph 1 of this article may not contain any provisions that conflict with the statutes and/or internal regulations of the association, nor those of the union.
4. For the procedure for concluding a contract as referred to in paragraph 1 of this article, the internal regulations of the association are adhered to, art. 2, paragraph 5.1.

Disciplinary law

Article 28

1. In general, acts or omissions contrary to the articles of association, regulations and/or decisions of bodies of the association will be punishable.
2. It will also be punishable to act or neglect to act in violation of the competition rules, as well as statutes, regulations and/or decisions of bodies of the union.
3. The board is authorized to impose the following penalties in the event of violations as referred to in paragraph 1 of this article:
 - a. Reprimand;
 - b. Disciplinary fines;
 - c. Suspension;
 - d. Cancellation of membership;
 - e. Dismay (expulsion).
4. For the penalties referred to in art. 28 paragraph 3 of these regulations, the following provisions apply:
 - a. Disciplinary fines can be imposed until the general meeting as referred to in art. 14 of the Articles of Association, annual maximums;
 - b. The disciplinary fines can amount to a maximum of €50;
 - c. Suspensions can be imposed by the executive board, maximum periods set annually. During the period that a member is suspended, he has no access to the general meeting and cannot participate in the vote there, while other rights associated with membership may also be denied to him during this period, unless provided for by statutes or by-laws. otherwise determined;
 - d. Termination of membership by the board is regulated by the articles of association, art. 6 paragraph 2;
 - e. Expulsion (expulsion) is regulated by the articles of association, art. 6 paragraph 4.
5. In case of violations as referred to in art. 28 paragraph 2, the member concerned is subject to the provisions of the disciplinary law regulations of

- the association.
6. The disciplinary committee is formed by the Executive Board and the Supervisory Board.

Events

Article 29

1. When using or under the influence of hard drugs at events organized by SVU Volleybal, the person in question will be removed from the event on the first offense and will receive an official reprimand, as described in art. 28 paragraph 3(a).
 - a. If this situation occurs again with the same person, regardless of the association year, the board will proceed to a cancellation as described in art. 28 paragraph. 3(a), based on the statute art. 6 paragraph. 4.
 - b. If this situation occurs at the International Tournament or the Night Tournament, this person will be disqualified from the next International Tournament and Night Tournament.
2. Events that take place at the VU Sports Center are the responsibility of the board and the relevant committee. During the event, one person from each party will be on “sober duty” at all times.
3. In accordance with Dutch law, no alcohol will be served to those under the age of eighteen at SVU Volleybal events. Those present must be recognizable at these events, for example by means of a bracelet or stamp intended for this purpose.

General meeting

Article 30

1. The general meeting takes place in correspondence with art. 14 paragraph 2 of the statutes optionally three times per association year. The function of relevant meetings has been determined as follows:
 - 1.1 The first general meeting of the association year takes place in November and, in addition to the points of art. 14 paragraph 1 of the Articles of Association, also contains the policy of the new board.
 - 1.2 The second general meeting of the association year takes place in January and serves as an evaluation of policy implementation.
 - 1.3 The third general meeting of the association year takes place in May and serves as an unofficial conclusion of the association year for the transfer and proposals of the candidate board, the evaluation of the entire association year, the determination of the budget for the next association year and the determination of the contribution for the next membership year.
2. The agenda of the general meeting as referred to in art. 14 of the Articles of Association, includes at least:
 - a. Adoption of the minutes of the previous general meeting;
 - b. Appointment of the polling station;
 - c. Submitted documents and announcements;
 - d. The reports of members of the executive board;
 - e. The annual reports released;
 - f. Report of the audit committee;
 - g. Discharge and election of the board, in accordance with the provisions laid down in art. 19 of these regulations;
 - h. Election of the audit committee in accordance with the provisions laid down for this purpose in art. 25 of these regulations;
 - i. Determination of the contributions once a year;
 - j. Adoption of the budget once a year;
 - k. Question round.
3. The polling station consists of two voting members, as referred to in art. 16 paragraph 1 of the Articles of Association.
4. When taking decisions during a general meeting, an electoral threshold of one member

- present per competition team applies.
5. Unless otherwise stipulated in the articles of association and/or by-laws, decisions are taken by a majority of the valid votes cast.
 6. Majority means at least half plus one of the valid votes cast.
 7. All votes on matters shall be oral, on persons in writing, unless the chairman determines or permits a different method of voting without objection from the meeting.
 8. Votes cast are considered invalid if they, in the opinion of the polling station:
 - a. Are blank;
 - b. Are signed;
 - c. Are illegible;
 - d. Are failing to identify a person clearly;
 - e. Contain the name of a person who has not been nominated;
 - f. Contain more than one name for each eligible seat;
 - g. Not mention what was put to the vote;
 - h. Incorrectly or not clearly state what has been put to the vote;
 - i. State more than what has been put to the vote.

Regulation changes

Article 31

1. Proposals to amend these regulations can be made by the general meeting and the board.
2. They must be stated and described in the convocation for the relevant meeting.
3. They enter into force the day after the general meeting, during which the relevant amendment was decided, unless a different date has been set by the general meeting itself.

Final provisions

Article 32

1. These regulations enter into force immediately after the general meeting has taken the decision to do so.