General statutes for local associations for graduate professionals (“Akademikerförening”)

These statutes apply from 1 January 2024 to newly formed local trade union associations within the private sector.

Local activities are conducted through local associations called Akademikerförening or contact persons. All members of a Saco association may be members of a local Akademikerförening.

The Saco trade unions appoint a contact union for each local Akademikerförening. The contact union is responsible for training, advice and support for the local association. The Akademikerförening is part of the contact union’s organisation.

The local union representatives in the local Akademikerförening assist the contact union in the processing of the local association members' personal data.

The local association's statutes are to contain provisions in accordance with these general statutes regarding:

· Purpose

· Membership

· Disputes

The local association's statutes should contain provisions regarding:

· Annual meetings

· The local association board

· The auditor

· Changes to statutes and dissolution

The statutes are to be approved by the local association’s contact union.

Template instruction:
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# **General statutes** Statutes for the local Akademikerförening at       [*company name*]

## **§ 1 Name and purpose**

## The local Akademikerförening association at       [c*ompany name*] conducts the local trade union activities at      *[workplace*] and represents all members employed at the workplace who are members of a Saco trade union.

The purpose of the Akademikerförening is to:

* Safeguard and promote its members interests at the workplace
* As the local trade union association, represent the members
* Convey information on union matters to its members
* Negotiate and sign local collective agreements
* Uphold the central collective agreement to which the contact union is a party
* Carry out relevant training for members
* Recruit members to the relevant unions

## **§ 2 Membership**

## All employees at       [*company name*] who are members of a Saco trade union have the right to be members of the Akademikerförening.

## Local membership fees may not be charged by the Akademikerförening.

## **§ 3 Annual meeting**

## The annual meeting is the highest decision-making body.

## The Akademikerförening is to hold an ordinary annual meeting no later than      [*day and month*]

## The Akademikerförening is to hold an extraordinary general meeting if its board so decides or no later than 14 days after at least a quarter of all union members at the company request such a meeting in writing.

The board is to send out notice of the meeting, the agenda and all relevant documents no later than 14 days before an ordinary annual meeting and no later than 7 days before an extraordinary general meeting.

If matters relating to the amendment of these statutes or the dissolution of the Akademikerförening are to be addressed at the meeting, they are to be included on the agenda.

The ordinary annual meeting’s agenda is to include the following:

• The board's report on activities since the previous annual meeting

• Matters raised by the board or members

• Elections

An extraordinary general meeting is to address the matters for which the meeting was called.

Each member has the right to attend the meeting, the right to speak and the right to propose motions.

In the event of a vote, only members that are present have a right to vote. If a vote results in a tie, the chair of the meeting has the casting vote. In the event of a tied vote in an election at the meeting, the outcome is to be decided by a drawing of lots.

Minutes of the meeting are to be taken. A copy of the minutes of annual meetings and extraordinary general meetings is to be sent to the Engineers of Sweden Central Office.

**§ 4 The local association board**

The board leads the work of the Akademikerförening.

The board consists of a chair, deputy-chair, secretary and the number of other board members determined by the annual meeting.

The members of the board are elected at the ordinary annual meeting for the period until the next ordinary annual meeting.

The board appoints the local association’s representatives, e.g. health and safety representative, employees’ representative on the company board.

The board convenes when the chair of the board calls a meeting or upon request of at least half of the board members.

The board is quorate when at least half of the board members are present, including the chair or deputy chair. If a vote results in a tie, the chair of the meeting has the casting vote.

Minutes are to be taken at the board's meetings.

## **§ 5 Nomination committee and auditors**

The ordinary annual meeting may appoint a nomination committee and may appoint auditors to review the work of the board.

The nomination committee and auditors are elected at the ordinary annual meeting for the period until the next ordinary annual meeting.

## **§ 6 Changes to statutes and dissolution**

## In order to make changes to these statutes or to dissolve the Akademikerförening, a decision voted by a two-thirds majority of the number of members present at an annual meeting is required. Alternatively, a decision by a simple majority of the number of members voting at two general meetings at least three months apart, of which one is an ordinary annual meeting, is required. Additionally, the matter is to have been specified on the agenda sent out before the meeting.

## The date of the formal dissolution of the local association and how its assets are to be disposed of are to be decided, after consultation with the contact union, by a simple majority of the members voting at the meeting where the final decision to dissolve the Akademikerförening is made.

## **§ 7 Disputes**

## Any dispute regarding interpretation or application of these statutes is to be submitted to the contact union for decision.

These statutes were adopted at the annual meeting on      *[date*]