

House Rules

G.S.B.V. De Groene Uilen-Moestasj

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CHAPTER 1: Members, teams

Article 1.1: In general

This HR has been made to regulate all cases of which the statutes do not provide information on, cases whose regulation is required by the statutes & cases of which the regulation is deemed desirable by the General Members' Meeting. (Article 9 of the statutes)

Article 1.2: An active member

An active member is a member that fulfills a role within the association as (candidate)board, committee member, referee with a BS3 or BS4 license, trainer or coach.

Article 1.3: Dispensation Cards

Those who are a member of the association are required to either possess an ACLO-card or a dispensation card. The association possesses only a few dispensation cards, which are issued by the ACLO. The board decides about the allocation and distribution of the dispensation cards based on the following paragraphs of this article.

- a) The right to a dispensation card may be granted to members who hold a valid BS3 referees license or higher, provided that there is a shortage of persons with a BS3 referees license or higher within the association.
- b) The right to a dispensation card can be granted to persons (both members and non-members) who no longer hold an ACLO sports certificate but whose membership for maintaining or raising the level of play of the first men's and / or women's team deemed necessary, provided they are active members within the association. If a member is not active within the association as referred to in Article 1.2, he / she will be scheduled more often than others (1.5 times the average of all members) to do table duty and/or referee duty and can also be called to assist the association's board financial duties when this is found necessary. A member is at risk of being fined when neglecting these conditions.
- c) The right to a dispensation card can be granted to a member whose contribution is considered indispensable to the association.
- d) The right to a dispensation card can be granted to members from other teams, only if there is no equivalent replacement for the person who wishes to qualify, from the lower teams, from the waiting list or from outside.
- e) The right to a dispensation card may be granted to persons who are enrolled in non-university and non-HBO day courses.
- f) In case of a shortage of dispensation cards, allocation takes place in the following order: 1.3b, 1.3a, 1.3c, 1.3d, 1.3e.



Article 1.4: Signing out

- a) If a member terminates his/her membership after the first of July, and it is not clear to the treasurer in which team the member will play the next season, the member is considered to pay the membership fee of the team he/she played in the previous season. The team layout of the previous season of the Technical Committee is leading. When this member wants to terminate his/her membership after the deadline has passed, he/she has to pay a fine as listed in the list of fines (see list of fines). If the termination takes place after the first of July, the member is considered to extend his/her membership and pays the belonging membership fee of the next season.
- b) The membership fee is due until the end of the association year in which the membership ends (September 1 – August 31)). If a member states in writing to the secretary before the first of June that he/she only wants to play half a season the following season, this member only pays a part of the membership fee. This membership runs until January 31rd.
- c) If a playing member wishes to convert his/her membership as a playing member into a membership as a practice member, the member must unsubscribe before 1 June. If a playing member wishes to convert to a practice member after the deadline and before 1 July, this will be accompanied by a fine for the relevant member (see list of fines). If the request for conversion is being committed after the first of July, then the competition member is expected to continue the membership as a playing member and the associated membership fee.

Article 1.5: Admission of new members

Admission of new members takes place in order of placement on the waiting list, or in order of registration, whereby new members who register as a playing member have priority over new members who register as a practice member. The board reserves the right to temporarily refuse new practice members for a team and place them on the waiting list if there are either three practice members registered in the relevant team or a new member of the team is on the waiting list. As of November 1, the possibility of extra playing members will be reconsidered and practice members on the waiting list can still be admitted. In addition, in the event of a too great difference between the desired level and that of the candidate member, that is first on the list, the board can deviate from this rule.

Article 1.6: Amount of teams

The General Members Assembly (GMA) decides on any change in the number of teams in the association. The Technical Committee advises the GMA in this.

Article 1.7: Team content

Each team consists of a minimum of seven, a maximum of twelve playing members (ordinary members within the meaning of article 3.2 of the statutes of the NBB) and any possible practice members (extraordinary members in the sense of article 3.3 of the statutes of the NBB). The number of playing members can only be extended to more than twelve if unanimously decided by the team members.



Article 1.8: Composition of teams

The Technical Committee arranges at least in consultation with the board and with trainer(s) and/ or coaches, the team composition with due observance of the provisions of articles 1.8 and 1.9. The team composition is based on level of play with only a reasonable distribution of positions across the teams. The number of years that a player is a member of the association is irrelevant to the team division. The board can, in consultation with the Technical Committee and coaches, decide to organize two teams to the same level, provided this is conducive to the overall fun of the teams.

Article 1.9: Completion of team places in current season

For the filling of vacancies, also in the current association year, suitable members are sought within the association. If there are major differences between the desired level and/or the playing position, and the level/playing position of the potential substitute(s) within the association, the board can deviate from this rule and - in accordance with Article 1.4 - fill up from the waiting list or from the first year's applications.

Article 1.10: Bench players

Bench players are playing members who are entitled to play in all teams in the higher competition categories of the association, in addition to their own team. Within the association they are divided in only one team, for which they basically have to play all the games. The team to which the player is assigned always has priority over other games or training sessions. The board decides on the desirability of any bench players. Before the start of the competition, the board makes clear agreements with the teams, Technical Committee, coach(es) and bench players involved regarding the interpretation of being a bench player for a specific team.

Article 1.11: Captain obligations

Captains of teams must be determined and announced to the board during the first week of the season. The captain is responsible for the communication between the team and the association, is responsible for checking the game results in the digital sheet before these are to be registered, and must be present at the general member meetings as issued by the board of the association. If the captain cannot be present, he must arrange a replacement in time, authorize this replacement and notify the board no later than 24 hours before the start of the general meeting in question. If the above obligations are not met, this results in a fine (see list of fines).

Article 1.12: Publication of photos

The board has the right to publish photos that are made during games and other activities of De Groene Uilen-Moestasj on the social media, website and bulletin of the association. If a(n) (old) member objects to a published photo, he/she can mention this to the board and the photo will be deleted.



CHAPTER 2: The board

Article 2.1: Board meetings

Board meetings are public.

Article 2.2: General Members Assembly

During the General Members Assembly, the board reports on the meetings at which it has represented the association.

Article 2.3: Board membership

The membership of the board of the association is not compatible with that of the editorial committee of the bulletin.

Article 2.4: Obligations treasurer

The treasurer of the association presents a provisional budget one month before the start of the date of the first General Members Assembly of the season. The budget and the expected settlement of the current association year must also be presented in order to make better-informed decision-making possible. The treasurer is accountable to the Financial Control Committee during the season through several consultations and transparency concerning the accounting.

Article 2.5: Obligations secretary

Before May 1st, the secretary must inform the members in writing of Article 1.3a and 1.3b., with at least one written reminder before June 1st.

Article 2.6: Appointment of board candidates

Before the opening of the applications for the candidate board, the board, in consultation with the Advisory Board, compiles an Application Committee. The Application Committee has the task of appointing the candidate board. The Application Committee consists of at least two board members and one member of the Advisory Board. If possible, this will be supplemented by a member with no board history at the association and a non-member. If the Application Committee does not consider a member of the committee to be sufficiently independent from one of the candidates or a member of the committee does not consider himself/herself sufficiently independent, he/she must leave the committee. The place in the committee is taken by a board member or a member of the Advisory Board. Board members or other members who are not on the Application Committee are expected to completely disregard the application procedure, with the exception that board members may draw up a profile for a possible successor.



CHAPTER 3: Committees

Article 3.1: Execution of board duties by committees

Certain board tasks can be performed by committees.

Article 3.2: Appoint procedure committees

The board appoints the committees. When appointing these committees, the board takes note of the position of the general members' meeting.

Article 3.3: Committee content

The committees consist as much as possible of non-board members.

Article 3.4: Obligations regarding the committee transfer

No later than June 30rd of the association year, each committee submits a scenario to the board according to format per committee and transfer document per function. In addition, the committee members are expected to transfer their task in the following season to their successors in an oral and written manner by means of a transfer meeting. This meeting will be led by the former chairman of the relevant committee and a delegation from the current board.

Article 3.5: Freedom within committee

The board guarantees the committees maximum freedom within its responsibility.

Chapter 4: Officials

Referees

Article 4.1: Mandatory BS2 referees license

- a) All playing members must be in possession of a BS2 referees license. The board determines which playing members are not in possession of a BS2 referees license. These members must follow the first following course option. If a member does not pass the exam of the course, the board assesses, after hearing the relevant playing member, whether there is deliberate negligence. If the board comes to the reasonable conviction that intentional failure does apply, Article 4.8a is deemed to apply. If the board does not come to that conviction, the course must be followed again as soon as possible. If there is deliberate non-achievement, a fine will be imposed (see list of fines).
- b) All playing members who are in possession of a referee license must use them in the service of the association where he/she is a member, unless otherwise determined by the board. When current competition members referee for other clubs without the approval of the board, they can be suspended.



Article 4.2: Assigning of referees

To every team, playing at 1st class level and higher, a referee should be assigned with the correct license, BS3 of BS4. For each team, one 100% referee, two 60% referees or three 40% referees must be assigned. The NBB decides the minimum amount of games that have to be officiated, depending on the number of teams enrolled in the competition.

Article 4.3: Submitting of BS3 referees

No later than one week before the deadline set by the NBB Department North, each team must have indicated to the referee coordinator the referee(s) with the right referee percentage referred to in Article 4.2.

Article 4.4: Voluntary withdrawal referee

A referee as referred to in Article 4.3 may not withdraw during the current association year, unless at the same time a (number) successor(s) is delivered with correct referee license and a referee percentage at least equal to that of the withdrawal referee.

Article 4.5: Forced withdrawal referee

If a referee as referred to in Article 4.3 has to be withdrawn by order of the NBB, the team for which he/she acts like a referee is obliged to deliver a follow-up or follow-ups who(m) withhold(s) a correct referee license and a referee percentage at least equivalent to that of the referee to be withdrawn. This has to happen within the period set by the NBB.

Article 4.6: Consequences of non-compliance obligation BS2 referee license

- a) For individual competition members, a fine is imposed in the event of failure to comply with the obligations contained in article 4.1 (see list of fines for further explanations).
- b) For teams, if the obligation contained in Article 4.2, first sentence, is not fulfilled, the team in question will be withdrawn by the association from the competition and a team fine will be imposed, equal to the fine imposed by the NBB for withdrawal from the relevant team.
- c) If the team is not withdrawn by the association from the competition, the board will levy a fine equal to the fine imposed by the NBB Department North for withdrawal of the team in question, which will be refunded at the end of the association year, if the following obligations are met:
 1. if the team does not have referees, that team must train sufficient members to attain a BS2 referees license within the same association year to meet the referee percentage to be delivered in accordance with Article 4.2. After 1 season active, this BS2 referee has to be trained to BS3 referee.
 2. If the team only has a BS2 referee and the NBB Department North demands that at least one aspiring BS3 referee must be delivered by that team, then that team must train a member who withholds a BS2 referees license during the same association year. In addition, it is required by the NBB Department North that the to be trained BS2 referee has to umpire at least 10 matches in a maximum of 2 seasons.



- d) The board can legitimately make an exception to a), b) and c). When applying the rules contained in Article 4.6, the number of new members within a team shall be taken into account.

Article 4.7: Obligation of referees

All competition members are obliged to act as a referee at the home games of the association. In case of non-appearance without having arranged for a replacement yourself in time or late appearance (20 minutes before the official start of the game), the association will impose a fine (see list of fines).

Timers, scorers, twenty-four-seconds officials

Article 4.8: Obligation of hall commissioners

All teams must provide hall commissioners. These are registered by name in the table duty schedule.

Article 4.9: Consequences of non-compliance with the obligation of hall commissioners

- a) If the hall commissioner does not honor his commitments or arrives late (30 minutes before the official start of the game), the association will impose a fine (see list of fines).
- b) In the event of the dysfunction of the hall commissioner, a fine will be levied that is equal to the fine imposed by the NBB Department North.

Article 4.10: Obligation of jurors

All competition members are obliged to act as a jury member at the home games of the association. In case of non-appearance without having arranged for a replacement yourself in time or late appearance (20 minutes before the official start of the game), the association will impose a fine (see list of fines).

Article 4.11: Exemption of a juror

Members of the board, referees with a BS3 license and/or higher, aspiring BS3 referees, members who provide training and/or coaching, are entitled to exemption from the provisions of article 4.9. All above mentioned members can indicate that they wish to waive the right of exemption. With regard to other members than the aforementioned members, the game secretary is authorized to make suitable arrangements in special cases.

Article 4.12: Table duty courses

Any member who does not receive an exemption for judging is obliged to attend a table course. If a member has not previously attended a table duty course at the De Groene Uilen-Moestasj association and is not present at one of the courses organized in the relevant association year, he/she will be fined in accordance with the list of fines. The board is expected to announce the date and time to the members at least two weeks before the date of the table duty course.

Coaches

Article 4.13: Coach license obligations



When a member has obtained a coach license within the association, this member must coach at least two seasons at the association, starting from the first season after the license has been obtained. If the member co-operates for less than two seasons, the member must repay the costs of the diploma obtained in proportion to the number of seasons the member has continued to coach. This is laid down in a contract between the member and the board.

CHAPTER 5: Bulletin

Article 5.1: Bulletin

The association has a bulletin, "De Uilebal", in which among other things, the competition program and the board announcements are published.

Article 5.2: Distribution bulletin

All members, in accordance with the list of members that is provided to the editors by the secretary of the board prior to each publication, must receive "De Uilebal" personally. The editors take care of this distribution. Friends of the Owls must receive a digital version of "De Uilebal".

Article 5.3: Distribution regarding non-members

It is possible for non-members to receive "De Uilebal" for reimbursement of expenses.

CHAPTER 6: General Members Assembly

Article 6.1: Compulsory number of GMAs per association year

At least twice per association year (at regular intervals) a General Members Assembly is held.

Article 6.2: Content regarding General Members Assembly

Proposals for the agenda item "Any other business" must be submitted immediately after the opening of the meeting.

Article 6.3: Voting

All items mentioned in the agenda can be voted on, with due observance of the provisions in articles 6.4 and 6.5.

Article 6.4: Any other business

Proposals submitted for the agenda item "Any other business" can be put to the vote, unless they are so far-reaching in the opinion of the board, that publication is considered necessary beforehand.

Article 6.5: Questions before ending of the assembly

During the agenda item "Questions before ending of the assembly" it is not possible to put matters to the vote.



CHAPTER 7: Advisory Board

Article 7.1: Aim Advisory Board

The purpose of the Advisory Board is to issue advice to the board regarding the following points:

1. Transfer of knowledge between different boards,
2. Bringing issues to the attention of the board,
3. Compliance with the statutes and the rules of procedure,
4. Interim evaluation (between the General Members Assemblies) of the functioning of the board.

Article 7.2: Appointment Advisory Board

Appointment of the Advisory Board takes place by the General Members Assembly of G.S.B.V. De Groene Uilen/G.S.B.V. Moestasj.

Article 7.3: Composition of the Advisory Board

1. The Advisory Board consists of at least three people,
2. If there are not enough candidates, in good consultation with the other members of the Advisory Board, the board must provide supplement in short term.

Article 7.4: Profile of members of the Advisory Board

Members of the Advisory Board are characterized by board experience, great involvement with the association or other forms that contribute to the goal of the Advisory Board.

Article 7.5: Counseling Advisory Board

The Advisory Board consults every 2 months. This will happen alternately between the entire board and only the chairman and secretary. The board sends invitations to the meeting of the Advisory Board. The invitations must be sent at least 3 weeks before the target date and contain a proposal regarding the agenda, date, time and location of the meeting. The consultation is public.

Article 7.6: Agenda Advisory Board

The final agenda of the Advisory Board is established in consultation between the Advisory Board and the board. Members of the Advisory Board can submit points up to one week before the date of consultation with the chairman of the board.

Article 7.7: Chairman of the Advisory Board

The Advisory Board is chaired by the chairman of the board.

Article 7.8: Minutes of the Advisory Board

The minutes are made by the secretary of the board and are distributed to the members of the board and the Advisory Board within two weeks of the consultation. The minutes are public and retrievable by members of G.S.B.V. De Groene Uilen-Moestasj.



CHAPTER 8: Games, practices

Article 8.1: Colour of the jersey

The teams, when they represent the association in competition or tournaments, have to wear the club colours. These colours are green, white and black. When purchasing a new jersey, the board must be consulted in order to guarantee uniformity in clothing.

Article 8.2: Distribution

The board must strive for a fair distribution of trainers hours, practice hours, practice times and practice accommodation.

Article 8.3: Coach

The board must strive to find a suitable coach for each team.

Article 8.4: Travel expenses allowances

Players and coaches of teams entitled to a travel allowance as defined in the budget can claim receipts from fuel costs from the treasurer to the fixed amount. The player needs to refuel prior to the trip and refuel immediately upon return. The receipt must be returned to the treasurer within two weeks of the match. Travel allowance may also be used for renting transport or for costs incurred by using public transport. If there is less declared than the budgeted amount, a team player cannot claim the remaining amount. Travel allowances only apply to cup and league matches.

Article 8.5: Travel expenses allowance coach

The association highly recommends teams to cover the travel costs of their coach for competitions if no travel allowance is available from the association.

Article 8.6: Sponsoring

Teams or individual players do not have the right to sign sponsorship agreements. They can propose potential sponsors to the board. This concerns financial and material sponsorship of third parties. When it comes to financial sponsorship, a percentage of the sponsorship amount will go to the team. This percentage depends on the agreements made between the board, the team, and the potential sponsor. The amount will be paid to the members of the team as a discount on the contribution or the personal work obligation when the payment of the sponsor has been received. All sponsorship agreements are drawn up and signed by the board.

CHAPTER 9: Financial obligations

Article 9.1: Direct debit contract

Members are obliged to sign a direct debit contract in which the treasurer is authorized to debit the contribution by means of a direct debit in two installments. The first part of the contribution is



withdrawn in October/November and the second part in February/March. The treasurer is also empowered by this form to collect any fines imposed on the member via a direct debit.

Article 9.2: Deposit if direct debit contract is not signed

Members who have good reason not to sign the direct debit contract mentioned in article 9.1 are deemed to pay the full contribution increased by a deposit of € 30 for any penalties before October 1st of the current season. Any deposit refund will take place at the end of the season.

Article 9.3: Debt collection fines

Fines imposed are collected during the 2nd and 3rd collection period along with the contribution. Members who have not issued an authorization will receive an invoice. A distinction is made between individual fines and team fines (paid by individuals or by the all the members of a team respectively).

Article 9.4: Penalty imposition

Fines are imposed for not (carefully) carrying out the duties as a referee, table manager and/or hall commissioner (see list of fines).

Article 9.5: Suspension of members in case of non-compliance with financial obligations

Members with financial obligations from the previous association years can be suspended by the board. In case of persistent refusal to pay debts, members can be dismissed. The board will only proceed to suspension or disqualification after careful consideration. The relevant member must be heard in advance. The duration of the suspension is determined by the board.

Article 9.6: Payment method

Both payments to (dues, fines, etc.), as payments by (bills, declarations, etc.), the association may only be made in a book-entry form.

Article 9.7: Publication list of fines

The list of fines referred to in the HR must be published to the members at the beginning of the season. This fine list can be consulted on the associations' website throughout the season.

Article 9.8: Fines

Fines that are handed out by external parties caused by a member or a team can be recovered by the association from that member or team.

CHAPTER 10: ACLO sports certificate

Article 10.1: Description ACLO sports certificate

The ACLO sports certificate is a card that can be purchased from the ACLO to gain access to the ACLO facilities. This can be a card for a student, graduate, employee or a dispensation member.



Article 10.2: Acquisition ACLO sports certificate

All members that are a full year member must have purchased an ACLO-card before November 1st. All members that are a half-year member must have purchased an ACLO-semester card before November 1st if they are a member for the first semester, and before April 1st if they are a member for the second semester. If a member has become a member on or after November 1st and before February 1st, he/she must purchase an ACLO card before his/her first practice as a member.

If the ACLO-card has not been purchased, after November 1st or after the first practice, a fine will be issued from the association after November 1st for full-year members or half-year members for the first semester (see list of fines). Half-year members for the second semester that did not purchase the ACLO-semester card before the 1st of April will receive a fine after the 1st of April or after the first practice after the 1st of April (see list of fines).

Article 10.3: Costs for members

If a member does not have an ACLO sports certificate at the time of the ACLO membership controls, this will result in the association having to incur costs. The costs of the ACLO sports certificate are passed on to the member.

Article 10.4: Penalty for purchasing an ACLO Sports certificate too late

If a member does not have an ACLO sports certificate at the time of the ACLO memberlist controls, in addition to the costs for the purchase of the ACLO sports certificate, administration costs from the ACLO are also paid, and an additional fine from the association (see list of fines).

Article 10.5: Member information

- a) When passing on the data known to the ACLO (date of birth, student number, dispensation card number, employee number or alumni card number) to the secretary, the members themselves are responsible for passing on the correct data.
- b) The member is responsible for passing on the correct data. In particular the correct email address. All important announcements are announced by email in writing by the secretary of the board. If a member has not provided a correct email address and therefore misses important information, the board is not responsible for any consequences such as fines and failure to meet other deadlines.

Article 10.6: The secretary's task

To fall back on article 10.5, the secretary must ensure that the members have the possibility to check their data at least two weeks before the final submission date of the membership list.

CHAPTER 11: Denomination Honorary Members and Members of Merit



Article 11.1: Target group Honorary Member

For a denomination as Honorary Member of De Groene Uilen-Moestasj, only members and former members of G.S.B.V. De Groene Uilen and G.S.B.V. Moestasj can be considered.

Article 11.2: Target group Member of Merit

For a denomination as a Member of Merit of De Groene Uilen-Moestasj, both still in office and former executives of G.S.B.V. De Groene Uilen and/or G.S.B.V. Moestasj can be considered. All persons who have fulfilled one or more positions in the board and/or committee within G.S.B.V. De Groene Uilen and/or G.S.B.V. Moestasj are counted as executives.

Article 11.3: Requirements for eligibility as a nomination (Honorary Member)

To obtain the status of Honorary Member or Member of Merit, there is a qualitative and quantitative requirement in both cases.

- a) The qualitative requirement for the status of Honorary Member states: "Candidates must have made a special contribution to G.S.B.V. De Groene Uilen and/or G.S.B.V. Moestasj."
- b) The quantitative requirement for the Honorary Member status has been established on the demonstrable completion of a member of G.S.B.V. De Groene Uilen and/or G.S.B.V. Moestasj for a minimum of 10 years.

Article 11.4: Requirements for eligibility as a nomination (Member of Merit)

- a) The qualitative requirement for the status of Member of Merit is: "Candidates must have distinguished themselves by extraordinary diligence and interest."
- b) The quantitative requirement for the status Member of Merit has been established on the demonstrable completion of a minimum of 5 years member of G.S.B.V. De Groene Uilen and/or G.S.B.V. Moestasj.

Article 11.5: Authorization submission of nomination

The members of De Groene Uilen-Moestasj are individually authorized to submit a nomination to Honorary Member. The nomination as a Member of Merit is an individual authority of the board, as well as of the members, member of one of the committees of De Groene Uilen-Moestasj.

Article 11.6: Submitting a nomination

The nomination to Honorary Member or Member of Merit must be presented in writing to the board.

Article 11.7: Assessment of nomination

If, in accordance with a vote to be held, the board is in a positive majority of a recommendation to Honorary Member or a Member of Merit, this must be announced orally by the chairman or one of the board members at the next general meeting, after which the general meeting also makes a final decision by means of voting.



Article 11.8: From Member of Merit to Honorary Member

If a Member of Merit is appointed as an Honorary Member at a later stage, the former membership of merit automatically lapses.

Article 11.9: Announcement of appointment

The definitive appointment of Honorary Members and Members of Merit shall be made known to the persons concerned as soon as possible in an appropriate manner by the chairman, or one of the board members, after which a permanent notification of the newly acquired status will also take place in the bulletin of De Groene Uilen-Moestasj.

Article 11.10: Exception of requirements

In its advice, the board may deviate from the provisions of Article 11.1, 11.2 (limitation of eligibility) and/or Article 11.3 with regard to the quantitative requirements, if it considers an incidentally extremely meritorious functioning. In the decision making as referred to in paragraph 7, a 2/3rd majority voting of the members' meeting is required each time in this situation.

CHAPTER 12: Others

Article 12.1: Unfamiliarity with HR

An appeal to unfamiliarity with the provisions of these Regulations will not be honored.

Article 12.2: Not provided in HR

In all cases not provided for in these HR, the statutes or the law, the board decides.