

Anna Lindh Foundation Swedish Network Internal Rules¹

ABBREVIATIONS AND EXPLANATIONS

1. The Anna Lindh Foundation (ALF) Swedish Network referred to hereinafter as National Network or the Network.
2. The Institution in charge of hosting the coordination of the network is referred to hereinafter as Head of Network (HoN).
3. The individual in charge of coordinating the Network is referred to hereinafter as Network Coordinator (NC).

INTRODUCTION

The Anna Lindh Foundation promotes intercultural exchanges and common projects among the civil societies of the Euro-Mediterranean region. The Foundation is an international intergovernmental institution, established by the governments of the Euro-Mediterranean Partnership and the European Union as the central institution for intercultural dialogue among the people of the region.

The Foundation's Headquarters is in Alexandria, Egypt. In the 42 Euro-Med countries², the Foundation leads programmes in the fields of education, culture and media, develop region-wide civic campaigns with our Networks, and provide grants for civil society to support trans-Mediterranean cooperation initiatives.

These Network Internal Rules represent the bylaws of the Network and outlines the rules and responsibilities of the Coordinator and members. The updated rules are adopted by consensus by the members of the Network Advisory Committee and the Head of Network.

NETWORK GOVERNANCE

The Head of Network, Statens Museer för Världskultur (National Museums of World Culture), is appointed by the Swedish Ministry of Foreign Affairs to act as Head of the Swedish Network (for an unlimited period of time). The HoN applies to the Swedish Government for funding for the national coordination and organisation of Network activities (400,000 SEK/year as of 2013). The Swedish HoN reports to the Ministry of Foreign Affairs on an annual basis, providing a detailed account of both finances and content.

The Head of Network:

1. Acts as national coordinator of the Swedish national network.
2. Acts as the official national representative of the Foundation in Sweden;
3. Promotes the Foundation's mandate as Euro-Mediterranean institution established for strengthening the regional dimension of the Euro-Med Partnership (Union for the Mediterranean) in social, cultural and human affairs (the Third Chapter of the Barcelona Declaration³);
4. Manages Network membership; identifies potential active civil society actors to join the Network;

¹ As of 6 October 2017

² <http://www.annalindhfoundation.org/networks>

³ <http://eur-lex.europa.eu/legal-content/EN/TXT/?uri=URISERV%3Ar15001>

5. Organises (as Leader or Partner) intercultural activities and events in line with the Network's mission;
6. Receives logistical support from the Anna Lindh Foundation Secretariat through the ALF Network Development and Support Scheme (NSDS) to organise network meetings (national and/or regional) and capacity building activities;
7. Contributes to the development of the ALF annual and triennial programmes after taking into consideration the interests of its national network;
8. Supports and supervises training and capacity building for the national network;
9. Coordinates the communication and visibility work of the ALF network (ex. contributing to the network pages' content on ALF website and social media portals);
10. Informs members on the announcement of ALF calls and other opportunities for members' engagement, guiding them if necessary to application process;
11. Facilitates the search for project partners for the members (internally or among other networks).
12. Participates in the different ALF events (ex. annual Heads of Network meeting) whenever invited. The Coordinator should ensure that the members are aware of the different events which he/she is taking part in and collect members' input if needed;
13. Coordinates with the ALF headquarters on a regular basis for updates and information sharing.

The Head of Network should conduct the coordination in a transparent and democratic manner. This means that the NC shall:

- Consult members regularly when developing annual work plans and whenever requested by the Secretariat;
- Keep the members regularly updated with ALF news and strategic developments;
- Prioritise individual meetings with members and regularly ask for feedback and solicit lessons for learning.
- Conduct a performance assessment by consulting the members through an online evaluation survey. Results of the performance assessment will be shared with Network members and the ALF Secretariat.

Advisory Committee:

The Swedish Network has an advisory committee, composed of three members (except for the first time) that are elected by the members through an open call (online) and managed by the Network Coordinator. The Committee's mandate term is for two years. Members of the Committee have the right to submit their candidature for re-election for another term with maximum two consecutive terms. Election of the Committee should guarantee geographical and gender balance. The Network Coordinator should call for a meeting (online or face-to-face) with Advisory Committee at least once a year. Members of the Advisory Committee shall advise the network coordinator on the network development and strategic planning of activities.

NATIONAL NETWORK MISSION

The Anna Lindh Foundation runs the largest Network of civil society organisations involved in the promotion of intercultural dialogue across the Euro-Mediterranean region.

1. The National network promotes the Euro-Mediterranean Partnership at the national and international level.
2. The National network will contribute to the development of the Foundation's priorities and programmes, sharing the visions among other National Networks and with the ALF Headquarters.
3. The Network promotes common activities at the national level among Network members, in line with the objectives of the Network Development and Action Plan, designed in the framework of the ALF Network Support and Development Scheme (NSDS).

NATIONAL NETWORK MEMBERSHIP

1. The Swedish National Network is independent and autonomous.
2. The Swedish National Network is a permanent structure, part of the Anna Lindh Foundation Network that is acting in the frame of the Euro-Mediterranean Partnership.
3. The Network is open to institutions, organisations and other partners who adhere to the principles and the mission of the Anna Lindh Foundation as defined in art. II.1 of the ALF Statutes⁴, and which work on the basis of democratic, pluralistic, and multilateral values.
4. Its members could belong, as a rule, to the following categories: NGOs; Public institutions, including local and regional authorities; public and private “not for profit” Foundations; other “for profit” partners promoting “not for profit” activities and corporate social responsibility policies.
5. The Network is not open to political parties or organizations and projects owned by political parties nor to individuals.
6. The National Network reflects the diversity of its own civil society and is invited to associate partners involved in the ALF thematic fields as defined below: International/Cultural relations, Heritage, Religion, University and research institutes, Human Rights, Democracy and Community Development, Arts, Youth, Education, Gender, Environment/Sustainable Development, and Media.
7. The Head of Network retains the right of rejection of membership applications. After consulting the Advisory Committee, the Coordinator can exclude members who do not comply with the Anna Lindh Foundation mission and values.
8. After consulting the Advisory Committee, the Head of Network is entitled to provisionally limit the maximal size of the Network in order to consolidate it and improve its performance;
9. Membership in the Swedish network is free of charge and interested members apply for membership online via ALF website www.annalindhfoundation.org

VISIBILITY

1. The Network should follow the Anna Lindh Foundation Communication guidelines⁵ and use the tailored logo for the Swedish Network on ALF activities organised by Swedish Network members.
2. The Swedish National Network has a Facebook page⁶ which publishes members’ news and available opportunities for members (and non-members).
3. The Network Coordinator compiles and disseminates a bi-monthly e-newsletter with ALF calls and other relevant opportunities to Network members and other institutional partners.
4. The official page of the Swedish Network is <http://www.varldskulturmuseerna.se/om-oss/internationellt/anna-lindh-stiftelsen/>

RULES OF CONDUCT WITH-IN THE NETWORK

As a member of the ALF Swedish Network, you pledge to act towards other members in an honest and respectful manner. We value our internal diversity and strive after utilizing the potential of having different backgrounds, experiences and knowledge. Also, as a member, you are willing to communicate with any other member in the Swedish and international ALF-Networks and you are not ruling out a person based on his or her national/religious/ethnic/sexual or such affiliation.

For any questions about these internal rules please contact the Swedish Network Coordinator: Rasha Shaaban at 070-2777041, rasha.shaaban@varldskulturmuseerna.se

⁴ <http://www.annalindhfoundation.org/mandate-and-founders>

⁵ <http://communication.annalindh.org/>

⁶ <https://www.facebook.com/anna.l.sverige/>