

**DRAFTS FIMEM INTERNAL REGULATIONS  
SUBMITTED BY THE FIMEM BOARD  
FOR THE FIMEM 2024 GENERAL ASSEMBLY  
IN OAXACA (MEXICO)**

**VERSION TRANSLATED INTO ENGLISH  
THE FRENCH VERSION IS THE REFERENCE VERSION**

## **FIMEM INTERNAL REGULATIONS**

The IR have been modified regularly since 1998.

**IR modified on August 9, 2024, at the General Assembly in Oaxaca (Mexico)**

### **Acronyms used**

**GA** - refers to any type of General Assembly

**oGA** - ordinary General Assembly in person or virtual

**eGA** - extraordinary General Assembly

**Chair and Vice-Chair (Chairpersons)** – presidency and vice-presidency at the GA

**BD** - Board of Directors (CA)

**OC** - RIDEF Organizing Committee

**COPIL** - Steering committee

**FIMEM** - International Federation of Modern School Movements (Fédération Internationale des Mouvements d'Ecole Moderne)

**IHDI** - Inequality-adjusted Human Development Index

**IR** - Internal Regulations (Règlement intérieur)

**RIDEF** - International Meeting of Freinet Educators (Rencontre internationale des éducateurs et éducatrices Freinet)

## **Art. 1 - FIMEM - Principles**

### **Art. 1.1 - Foundation - Registered office**

The registered office of the International Federation of Modern School Movements (FIMEM) is located at the Jules Ferry School in Mayenne, France.

### **Art. 1.2 – Duration**

The duration of the association is unlimited. Its dissolution can only be decided by an Extraordinary General Assembly (eGA).

### **Art. 1.3 – Aims**

The promotion of educational policies, consistent with the values of Freinet pedagogy, is guaranteed through the work of the General Assembly (GA), the Board of Directors (BD), the member movements, the network of delegates and the relevant commissions.

To enable movements to communicate with each other, FIMEM guarantees :

- the organisation of face-to-face and virtual meetings ;
- the circulation of information between all its members via the FIMEM website and distribution lists by email;
- the production of documents and access to documents in archives;
- any other form of communication, to ensure the on-going exchange of ideas, research and experience.

The training of educators in Freinet pedagogy can be organised by the RIDEFs, by contributing to training courses organised by the movements, by participating in international meetings at the initiative of educational partners and by supporting the publication of experiences and research.

## **Art. 2 – FIMEM - Membership**

### **Art. 2.1 - Obligations for member movements**

Each member movement must organize an annual GA which democratically elects those responsible.

The movement may be present in educational institutions: classes, schools, educational centres, universities, training, research and documentation centres, open educational and cultural spaces for children or adults, where the movement carries out popular education activities.

By activities we mean projects and research in popular education, training courses and educational meetings.

The amount of membership fees is set out in Article 9.1 of the Internal Regulations, entitled "Resources of the FIMEM".

Membership fees are paid annually. The FIMEM BD will accept a biennial payment in case of banking difficulties. Payment will then be made at the next RIDEF reception.

### **Art 2.2 - Application for FIMEM membership**

#### **Art 2.2.1 – Mentorship**

The mentorship involves checking that the candidate movement complies with the FIMEM Modern School Charter, the FIMEM statutes and the International Convention on the Rights of the Child.

To do this, the mentoring movements must:

- verify for themselves that the school complies with the values of Freinet pedagogy.
- inform and question those in charge about their knowledge of the FIMEM.

- attend, at least by videoconference, some GAs, educational meetings, projects and anything else that helps to verify that the candidate movement adheres to the aims and functioning of the FIMEM.
- put educators from both movements in contact with each other.

The candidate movement can benefit from solidarity to present itself at the FIMEM General Assembly (GA).

The mentorship lasts for a minimum of two years before affiliation to ensure real educational support.

Mentorship is a commitment that goes beyond membership for at least two years, with an extension if possible.

### **Art 2.2.2 - Grouping of movements**

FIMEM accepts the membership of groupings of movements and supranational or international groupings. In all cases these groups are entitled to only one vote delegate.

A minimum membership fee of 25 euros is required.

The groupings abide by the same values and obligations as the affiliated movements.

### **Art. 2.3 Number of movements per country**

More than one movement may be accepted in the following cases:

- when the country has a surface area of more than 300,000 km<sup>2</sup>;
- when the country has been reunited after a historical division;
- when the country has been artificially divided by separating historical or linguistic communities.

In all cases, the movements concerned must maintain relations based on the principle of cooperation.

On the other hand, cross-border groupings that correspond to communities originally sharing the same culture or language will be accepted.

### **Art 2.4 - Groups in formation**

To facilitate their integration into the FIMEM, representatives of groups in formation may apply to the FIMEM BD for correspondent status.

The correspondent acts as a link between the Board and his or her group. He or she may be invited as an observer to a RIDEF by the BD and benefit from solidarity if necessary.

## **Art. 3 – General assembly**

### **Art. 3.1 - Composition of the Ordinary General Meeting (oGA)**

The oGA is open to all members of FIMEM member movements. Only delegates are entitled to vote.

Members of sympathising movements who are not members of FIMEM may attend the oGA as listeners, without voting rights.

Member movements shall inform the FIMEM Board of the names of their delegates one month before the date of the oGA.

### **Art. 3.2 - Convocation of the oGA**

The oGA is convened at least every two years at the RIDEF.

The oGA held on the occasion of a RIDEF may be accompanied by any measure enabling the largest possible participation of all delegates. The quorum may be reached by using the digital means available (meeting by video, online voting form, emails, digital communication applications, etc.).

The BD will provide all the documentation required for deliberations and votes, when the oGA is announced.

A face-to-face oGA is open to the public.

A virtual oGA is always convened when it is not possible to hold a face-to-face meeting.

#### **Art. 3.2.1 - The oGA in virtual form.**

The virtual oGA is open to all members of FIMEM member movements.

For a virtual oGA, member movements must send the BD the list of delegates and other participants ten days before the date.

Each participant must display his or her identity and specify the member movement to which he or she belongs.

The delegate or an official of the member movement concerned shall certify the identity of the members of his or her movement at the time of logging in.

As far as possible, all participants should display their image for at least a short time when they log in.

### **Art. 3.3 - oGA phases**

The oGA is organised in three successive phases, particularly during the RIDEFs:

- an opening plenary meeting to provide information on the adopted agenda.
- a meeting in the form of language groups, as defined in the IR, to prepare for the deliberation session;
- a plenary meeting where the debates and deliberations take place.

#### **Art. 3.3.1 - Opening phase**

At the opening meeting, the agenda items are presented.

Any means of clarifying the items on the agenda may be used to supplement the information documents already provided.

During this phase, and in line with the agenda, the work of following is presented:

- the BD,
- the treasurer,

- the auditors,
- the network of delegates,
- the commissions and task managers

### **Art. 3.3.2 - Language group phase**

The language groups are made up of delegates and any other interested persons attending the RIDEF. The participants will be grouped by language affinity.

Language groups may meet over several sessions.

Its purpose is to enable participants to reflect on the items on the agenda, prepare for the deliberation meeting, define guidelines, and formulate proposals to be debated during the GA's other items.

### **Art. 3.3.3 - Deliberation phase**

The delegates have a general mandate and are authorized to take decisions on the basis of the deliberations.

For greater efficiency, this phase can be organized over several meetings.

Each item for discussion and vote is clearly presented by the GA chairperson.

Before each vote, the floor is given to the spokespersons of the language groups and to the delegates of the member movements.

Each voting result is clearly announced by the GA chairperson.

### **Art. 3.4 - Functions of the oGA**

The minutes must contain :

- a list of those present ;
- the agenda
- the designation of the persons who will perform specific tasks at the oGA (chair, secretariat, etc.);
- the supporting documents needed to inform delegates and for voting purposes;
- the deliberations and results of the votes.

The minutes must be sent by the BD to all FIMEM member movements in FIMEM's three official languages (English, Spanish and French).

The financial statement and the budget are biennial.

In the event of an exceptional financial situation and when a virtual oGA is convened, the BD may propose a modification to the budget for the current financial year, if the modification is considered sufficiently substantial.

### **Art. 3.5 - Agenda**

All items requiring discussion are clearly indicated on the oGA agenda, with the precise wording of the decision to be taken followed by the words "in favor", "against" or "abstention".

If the subject only requires information and discussion, it may be placed under "other items".

If, during the oGA, delegates do not feel sufficiently informed to take a position, or if their initial position is modified by the debates, they may request, by a simple majority (a majority of “in favor” votes over "against" votes), that the vote be postponed until a later oGA.

No more than two years may elapse between the time a subject requiring a decision to be taken by vote is presented at the oGA and the time it is put to the vote at the oGA.

Between the two oGA, the BD takes the necessary steps to inform the member movements and to circulate as much information as possible (by e-mail, by making documents available on the FIMEM website, etc.).

### **Art. 3.6 - Conduct of the GA and special tasks**

For practical reasons and as far as possible, it is preferable for the BD to propose persons other than the delegates to carry out specific tasks relating to the running of the GA.

The BD proposes these persons before the GA.

The BD seeks the GA approval for the appointment of the chairperson and vice-chairperson.

The BD informs the GA of the list of persons who will carry out at least the following tasks:

- secretarial duties
- control of votings
- control of time
- control of speech
- translations
- moderating the GA.

The minutes are signed by the chair of the meeting and by the secretaries.

#### **Art. 3.6.1 –Chairperson**

The chairperson declares the GA open after checking that there is a quorum with the help of the secretaries.

The chairperson gives the floor and organizes the debates and votes in accordance with the agenda.

He or she ensures that all the items on the agenda are discussed without exception.

He or she clearly states the purpose of each vote and ensures that it is translated.

He or she clearly announces the result of each vote.

He or she may submit the recording of the meeting to the GA for approval.

Depending on the state of discussions, the chairperson may ask the GA to make certain adjustments (additional meetings, appointment of a working group, etc.).

Unless there is a particular problem, the chairperson is appointed for the whole duration of the GA.

He or she draws up the minutes in collaboration with the secretaries. He or she submits the minutes to the BD no later than three months after the end of the GA.

If the chairperson has difficulty, the vice-chairperson assumes these tasks.

#### **Art. 3.6.2 - Secretariat**

As far as possible, the BD appoints three secretaries: one for each of FIMEM's official languages (English, Spanish and French).

The secretaries draw up the list of delegates attending the GA (face-to-face or virtual) and forward it to the chairperson for verification of the quorum.

The secretaries note :

- the participants and their status (BD member, delegate, member of a movement, rapporteur of a language group, rapporteur of a committee, representative, etc.);
- successive items on the agenda ;
- speeches ;
- deliberations;
- results of votes.

The three secretaries work together to ensure that their notes are consistent and accurate. They may use a recording of the meeting if authorized by the GA.

#### **Art. 3.6.3 - Voting control**

At least two or three people are appointed to control the votings.

They count the number of participants entitled to vote, the number of votes "in favor", "against" and "abstentions", under the responsibility of the Chair of the GA.

They ensure that the results are consistent in terms of the number of votes.

#### **Art. 3.6.4 - Time control**

The chairperson shall indicate to the controller the time allowed for each item on the agenda and for each speech, including translation.

The person in charge of the time regularly reports the time remaining to the chairperson.

He or she reports time overruns on speeches and agenda items.

#### **Art. 3.6.5 - Control of speech**

The person in charge of checking the order in which speakers take the floor sets the order of speakers, giving priority to those who have not yet spoken.

#### **Art. 3.6.6 - Translations**

As far as possible, translators should be chosen from among those with sufficient knowledge of how the FIMEM works.

For greater efficiency, it is preferable to have two translators for each language to ensure a relay in the translation task and to check the translations.

Translation times are taken into account for each speaker.

As far as possible, a display should be provided in the three official languages when a debate is proposed on a text that has not been provided in advance to the movement delegates.

### **Art. 3.6.7 - The moderating group**

The GA moderator group helps the chairperson to ensure that the rules governing the GA are respected.

### **Art. 3.7 - Voting at the GA**

Only delegates mandated by member movements are entitled to vote.

The number of delegates per member movement entitled to vote is as follows:

- movements with 20 to 300 members: 1 delegate;
- movements with 301 to 600 members: 2 delegates;
- movements with 601 to 900 members: 3 delegates;
- movement with 901 to 1200 members: 4 delegates;
- movements with more than 1200 members: 5 delegates.

Supranational and international movements are entitled to one single delegate.

The member movement communicates the name(s) of its delegate(s) or their substitute(s), using the form previously provided by the BD, two months before the date of the GA, except in exceptional cases approved by the BD.

These delegates must be in possession of the form signed by the president of their movement proving that they are indeed delegates.

A delegate may carry several votes allocated to his or her own member movement.

A member of the BD will check the delegate's appointment beforehand.

To ensure that all delegates can express themselves and vote without exception, the oGA may accept other methods of participation (meeting by video, expression by e-mail, votes by online digital forms, digital communication applications, etc.). The deadlines and procedures are the responsibility of the BD and approved by the GA.

#### **Art 3.7.1 - Voting procedures**

Votes may be cast in secret, by show of hands, by digital form, by telephone message or by digital communication application.

When it concerns individuals, the vote is secret.

Votes in digital form only concern deliberations sent in advance when the GA is convened.

#### **Art 3.7.2 - Election of BD members**

Elections of BD members will be by open list with the possibility of crossing out names and by secret ballot. Candidates must be present at the elections, unless the BD grants an exception.



## **Art. 4 - Board of directors (BD)**

### **Art. 4.1 - Composition, term and election of the BD**

The composition of the BD endeavours to reflect the international dimension of Freinet pedagogy, if possible respecting the proportionality of the different continents.

Any BD member whose term of office has expired after four years and who wishes to extend it for a further two years must stand for re-election before the oGA, presented by his or her movement.

To ensure the continuity of its operations, the oGA will ensure that the BD is systematically renewed by maintaining two-thirds of its members.

In the event of a resignation, the BD will call on the movement that nominated the person to propose a replacement.

As a last resort, the BD may choose a member of another movement to complete the composition of the BD. This choice will be validated by the member's movement.

Collegial operation implies the sharing of tasks within the BD.

### **Art. 4.2 - Reimbursement of BD expenses**

BD members' travel expenses are reimbursed for BD meetings and international institutional meetings.

Accommodation and catering costs are covered on a cooperative basis by the host movement, for the BD's working time only.

### **Art. 4.3 - Nomination of candidates for the BD**

With the invitation to the oGA, each FIMEM movement receives a form asking for the names of its candidates for the BD.

This document, duly stamped by the movement's representative bodies, must be returned to the FIMEM secretariat no later than one month before the oGA, together with a presentation of the candidate.

The conditions for membership of the BD are as follows:

- be a member of an educational movement that is a member of the FIMEM and to commit to a task defined by the BD;
- have an effective activity within their movement;
- have participated in at least two RIDEFs;
- have participated for three years in at least one commission or have been a delegate of their movement;
- be able to work in a team;
- have a good internet connection;
- have good skills in the use of digital communication tools;
- be available to carry out the duties of a BD member;

- be fluent in at least one of FIMEM's official languages;
- have worked at international level (commission, delegate, etc.).

The Board will specify which duties are unavoidable.

Once elected to the FIMEM BD, and throughout his or her term of office, the member represents the international dimension of FIMEM and no longer his or her original movement.

Under no circumstances may he or she:

- be a member of the BD of his/her movement.
- be a member of a movement that will be organizing the next RIDEF. If a member of the organizing country is already elected, he or she must take a leave of absence from the FIMEM BD during the RIDEF preparation period. The BD will consider exceptional situations.
- represent his or her home movement in national and international initiatives.

#### **Art. 4.4 - Internal organization of the BD**

Consultants can be invited to help with specific problems. These people are recognized for their expertise. During debates, these people do not take part in votes. Their travel and subsistence expenses are covered under the same conditions as for BD members.

Associate members who have a direct link with the OC of the following RIDEF must be present at meetings concerning the RIDEF. They do not have voting rights.

#### **Art. 4.5 - BD representation arrangements**

It is compulsory for each BD member to attend at:

- the GA
- monthly virtual meetings
- meetings with delegates;
- the annual BD meeting and BD meetings held before and after the RIDEF;
- international meetings;
- meetings of the commission on which the BD member is involved.

The BD, by a majority vote of 50% + 1, may terminate the membership of any of its members in the following cases:

- after three successive unjustified absences from Board meetings;
- for lack of personal investment in shared workloads;
- for obstructing the work of the Board or FIMEM.

Member movements will be informed of the decision to exclude as soon as possible.

#### **Art. 4.6 - Duties of the BD**

The BD convenes the network of delegates at least twice a year, and at the request of two-thirds of the delegates.

The Board must:

- draw up the federation's policy on the basis of the work of the member movements and the commissions, in accordance with the guidelines voted by the ~~GA~~ oGA;
- take public positions on the basis of the guidelines;
- ensure compliance with all decisions voted at the GA;
- ensure that information is disseminated to all member movements;
- manage participation in the Benaiges scholarship and participate in the steering committee (COPIL) of the Convergences pour l'Éducation nouvelle.

For the network of delegates and the commissions to function, it is necessary to set up working tools such as:

- appropriate mailing lists ;
- ways of communicating work programmes;
- communication of the division of tasks for all the working groups, including the BD;
- the opening of spaces on the FIMEM website, which must be the basis for all communications with FIMEM movements.

#### **Art. 4.7 - BD meetings and minutes**

The BD will meet face-to-face a few days before and after the RIDEF. If a BD member is unable to attend a meeting in person, he or she will be able to attend by videoconference.

The BD meets virtually at least once a month.

#### **Art. 4.8 - Management of the FIMEM expenses by the BD**

The treasurer keeps the FIMEM's accounts up to date.

### **Art. 5 - Delegate network**

#### **Art. 5.1 - Delegate network**

The names of the members of the network of delegates are communicated by their movement to represent them and carry out the tasks necessary for the life of FIMEM for a minimum period of four years.

No later than one month before the date of the GA, the movement will communicate the names of its delegates or their replacements using the form provided by the FIMEM Board. In the event of justified difficulties, an extension to this deadline may be granted by the BD.

At least one week before the GA, the BD will inform the member movements of the composition of the network of delegates.

To ensure continuity in the work of the delegate network, the outgoing delegate must provide support for the incoming delegate.

Minutes of each meeting of the delegate network will be sent by the BD to the member movements and commissions.

The BD sets up and organizes the digital exchange list for communication between delegates.

The number of delegates per movement is defined in article 3.7 of the IR relating to the GA: "Voting at the GA".

Delegates are convened one month before any meeting and preferably receive the documents with the invitation.

## **5.2 - Delegates' network functions**

Delegates undertake to attend meetings convened by the BD to stay up to date with the work carried out within the FIMEM and to inform the movement they represent of the tasks carried out and the decisions taken.

The network of delegates is convened by the BD to remote working meetings with a detailed agenda:

- help prepare the GA and lead the language groups at GAs and discussions on motions, among other tasks;
- propose themes for the RIDEFs and make suggestions about their organization;
- stay up to date of or contribute to issues dealt with by the BD;
- become acquainted with, reflect on and give its opinion on the work of commissions that request it;
- formulate proposals on questions and subjects concerning the life of FIMEM.

## **Art. 6 - Mediation committee**

### **Art. 6.1 - Mediation committee**

The Mediation Committee is convened by the BD on its own initiative or at the request of the BD, of a commission, a movement or the network of delegates.

### **Art. 6.2 –Functioning of the Mediation Committee**

Once appointed, the committee must enjoy complete autonomy.

Any person implicated has the right to defend himself or herself by calling on the assistance of a person of his or her choice.

## **Art. 7 - Working commissions and task managers**

### **Art. 7.1 - FIMEM working commissions**

The BD informs the member movements of the creation of a new commission.

The BD is responsible for inviting its members to participate in the commissions.

Any member of a FIMEM movement may sit on one or more commissions.

The member of a movement may not participate in more than two permanent commissions as defined below to guarantee plurality of participation.

The Board coordinates the implementation of the proposed commissions and communicates their composition and aims to the FIMEM movements.

The Board provides a list of commission members presented by their movement.

The commissions organize their work autonomously.

The standing commissions include at least those dealing with:

- the RIDEF ;
- the communication within the FIMEM ;
- the FIMEM website;
- the translation of FIMEM texts and official documents;
- the FIMEM finances.
- the solidarity

For these standing commissions, the FIMEM Board must be represented by one of its members, who is responsible for checking that the work of the commission is consistent with that of the Board.

Other standing commissions may deal with work themes or fundamental concerns defined by the GA, such as children's rights, environmental issues, women's rights, human rights, archives, etc.

Temporary commissions are charged with a specific project or task relating to a particular issue, such as drafting a FIMEM reference text.

The commissions must periodically inform the BD, the network of delegates and the oGA of the progress of their work.

The work of the commissions is posted on the FIMEM website and kept in the FIMEM archives.

The commissions may send their proposals to the BD for submission to the GA.

## **Art. 7.2 - Task managers**

Task managers:

- work closely together with the BD,
- present their activity report at the oGA.

Where possible, task managers are supported by a commission.

## **Art. 8 - RIDEF (International meeting of Freinet educators)**

### **Art. 8.1 - Organization of the RIDEF**

The organization of the RIDEF should encourage openness to others, the strengthening of interpersonal relations and cooperation projects.

#### **Art. 8.1.1 - Duration of a RIDEF**

The duration of a RIDEF, generally 10 days, can be adapted to the specific conditions of the host country.

#### **Art. 8.1.2 - FIMEM principles for RIDEFs**

The principles of the FIMEM are developed at the RIDEFs through workshops, round tables, debates, conferences, exhibitions, and cultural presentations proposed by the FIMEM movements.

#### **Art. 8.1.3 - Work after completion of the RIDEF**

To preserve and share proposals for the development of Freinet pedagogy, minutes, reports, journals, documents and books will be produced and fully integrated into the FIMEM website.

#### **Art. 8.1.4 - RIDEF theme**

Each RIDEF focuses on a central theme to ensure that Freinet pedagogy continues to evolve.

#### **Art. 8.1.5 - RIDEF activities**

The activities of a RIDEF, in particular the long workshops, must be inspired by the proposed central theme.

#### **Art. 8.2 - Presentation of a RIDEF project**

The presentation of RIDEF projects to the oGA must be communicated four years in advance.

In the event of multiple candidates, a consensus must be reached so that a virtual oGA the following year can decide on the successful candidate.

The candidate movement must submit to the oGA two years before the RIDEF:

- a –The presentation of the Organizing Committee (OC) and its cooperative and democratic functioning;
- b - The presentation of the socio-cultural, educational, environmental and political context of the host location, in relation to the principles of Freinet pedagogy, which guarantees respect for human rights;
- c - the pedagogical and philosophical proposal for the RIDEF;
- d - The presentation of the organizing movement's activities (meetings, events, training courses, publications, website, etc.);
- e - The presentation of the place where the RIDEF will be held;
- f - The presentation of the accommodation and work sites;
- g - The financial estimate for the RIDEF.

#### **Art. 8.3 - Sharing the responsibilities of a RIDEF**

To ensure the smooth running of the RIDEF, the OC, the FIMEM BD and the "RIDEF" commission must meet regularly to review the organization's progress.

The BD delegates one of its members to ensure that the OC respects the spirit of a RIDEF.

The composition and organization of the OC must be such as to guarantee the realisation of the RIDEF through a sufficient number of members and the creation of working committees specific to the RIDEF.

In the event of differences in the organization of the RIDEF, the final decision rests with the BD.

In the event of decisive differences, the BD will consult the network of delegates before making a decision.

#### **Art. 8.4 - RIDEF program**

The following points must be taken into account when organizing a RIDEF:

a - The GA.

b - Long workshops and short workshops proposed by the movements at the invitation of the OC. Long workshops take place over several days and are the subject of a final report at a plenary session.

The short workshops enable specific teaching strategies to be shared.

c - Reflection on educational policies and respect for human rights, which may take the form of conferences or round tables.

d - A sharing of cultures can be guaranteed by the traditional cooperative meal, festive evenings, a day of excursions and an open day.

e - Keeping a record of the event by: a newspaper, radio or videos, recording all documentation which must be deposited by the OC on the FIMEM website.

f - A specific website for the preparation, material, organization and communication concerning the RIDEF, managed and financed by the OC.

g - Innovations proposed by the OC.

The organizing movement must refer to the calendar and roadmap concerning the RIDEF appended to the IR.

#### **Art. 8.5 - Running a RIDEF**

A RIDEF is held in accordance with the calendar shown in the appendix and the following conditions and circumstances:

a - The preparation phase begins 4 years before the RIDEF is being held.

b - The running phase takes place in the host country.

c - The evaluation phase takes place during the RIDEF and afterwards, to draw conclusions from the meeting.

##### **Art. 8.5.1 - Pre-RIDEF and post-RIDEF**

The RIDEF can include pre- and post-RIDEF activities.

Pre-RIDEF (maximum one week before) and post-RIDEF (maximum one week after) activities allow participants to get to know the host country in a cooperative environment.

A detailed budget must be drawn up so that participants can decide and register.

The choice of visits, and the budget for each, must be presented on the FIMEM website.

A document annexed to the IR sets out the details of the activities for each phase.

## **Art. 8.6 - RIDEF administrative and financial responsibilities**

### **Art. 8.6.1 - RIDEF finances**

The movement organizing a RIDEF must submit a provisional budget to the Board, which is a fundamental condition for organizing the meeting. The agreement between the BD and the organizing movement is based on the following rules.

Administrative and financial responsibilities of a RIDEF .

Each movement organizing an international meeting within the framework of the FIMEM must set aside:

a - 5% of the total amount paid by participants for solidarity actions enabling colleagues from disadvantaged countries to take part in the RIDEF. The BD determines the beneficiaries of this solidarity based on the IDHI.

b - 5% of the total amount paid by participants to finance FIMEM activities.

c - In the event of an accounting profit for the RIDEF:

- 50% goes to the FIMEM;
- 50% goes to the organizing movement.

d - If the balance sheet shows a deficit :

- The FIMEM covers 50% of the deficit ;
- The organizing movement covers 50% of the deficit.

For the financial organization of a RIDEF, an online bank account must be opened, exclusively dedicated to the accounting of this meeting, with a commitment to regularly communicate the financial situation with the FIMEM BD.

The FIMEM can provide a specific RIDEF account to assist the OC during the preparation of the RIDEF. This account is reserved for international financial movements and is managed by the FIMEM Treasurer.

For the RIDEF to take place, the provisional budget for the RIDEF must be approved by the BD.

It must be drawn up in the currency of the host country and in euros.

The OC must make the RIDEF balance sheet available to the BD and the auditors for verification.

### **Art. 8.6.2 - Entry fees for a RIDEF**

Registration fees will be determined by the IHDI. Fees may vary according to three categories defined in advance by the OC and the BD.

Registration fees for children, students, non-members, etc. will be determined by the OC and the BD.

## **Art. 8.7 - Financial responsibilities of the OC**



The OC:

- opens an online bank account dedicated exclusively to RIDEF's accounting;
- regularly communicates the financial situation to the FIMEM BD;
- submits the provisional budget of the RIDEF to the BD for approval in the currency of the host country and in euros;
- presents to the BD, before the end of the RIDEF year, a detailed financial statement of expenditure and income, in accordance with the budget;
- presents accounting documents and receipts upon request by the BD.

#### **Art. 8.8 - Solidarity for the RIDEF**

To benefit from financial aid under the solidarity heading, the following conditions must be met:

- a - work directly in education, in contact with children, teenagers, young people or adults;
- b - have experience of Freinet teaching methods;
- c - work in a region where economic conditions make it impossible to finance representation at an international meeting;
- d - present a signed agreement stating that you will not receive any other subsidies totalling 25% more than the subsidy received for solidarity;
- e - send the request for solidarity to the BD, using the dedicated form, no later than December of the year preceding the RIDEF.

It is possible for aid to be divided between several people depending on the analysis made by the beneficiary movement with a view to more cooperative practice.

This decision must be communicated to the FIMEM Board.

The grant may not be transferred to anyone without the agreement of the FIMEM BD.

Priority is given to people who have not already benefited from FIMEM's international solidarity.

People who have benefited from solidarity support must undertake to disseminate their discoveries of the RIDEF in their country, to document them and to share them on the FIMEM website.

Solidarity requests must be submitted to the FIMEM BD before the end of December of the year preceding the RIDEF.

#### **Art. 8.9 - RIDEF financial report**

The financial report presents a detailed statement of revenue and expenditure, in line with the budget.

The financial report must be submitted to the BD before the end of the year in which the RIDEF is held.

#### **8.10 - RIDEF calendar**

An operating calendar is appended to the IR.

## **Art. 9 - FIMEM finances**

### **Art. 9.1 - FIMEM resources**

The FIMEM does not in any way remunerate any work carried out for it by an affiliated movement or by one of its members.

Membership fees are calculated on the basis of the IHDI (Inequality-adjusted Human Development Index).

A regularly updated table showing the membership fees for each movement is appended to the IR.

To the IHDI, which ranges from 0.303 to 0.889, is applied a factor, the product giving the individual contribution in euros which will be multiplied by the number of members in the same movement.

Cases of force majeure may be discussed with the FIMEM Board and, if necessary, resolved on a case-by-case basis.

The minimum membership fee is 25 euros.

Any movement may appeal to the BD to take account of particular situations.

### **Art. 9.2 - FIMEM expenses**

The financial contribution to the Benaiges scholarship and to the Convergences pour l'Éducation nouvelle is decided by the oGA.

The BD is responsible for managing costs relating to :

- operating costs (communication, equipment, etc.),
- travelling
- participation in international projects
- solidarity for the RIDEF.

Accommodation costs are not covered by the FIMEM, except in special cases decided by the BD according to FIMEM resources. Accommodation solutions will be of the solidarity type.

Total or partial reimbursements, approved by the BD, can only be made on presentation of receipts as proof of payment.

### **Art. 9.3 - The FIMEM reserve fund**

The reserve fund makes it possible to deal with unforeseen events.

It must correspond as closely as possible to FIMEM's annual turnover to guarantee the functioning of the BD and make up for any deficit incurred by a RIDEF.

### **Art. 9.4 – Auditors**

The BD proposes to the oGA two members from FIMEM member movements for their skills in financial management and their knowledge of the federation.

The auditors give their report of the balance sheet and the budget at the oGA.

The auditors collaborate with the FIMEM finance commission.

FIMEM reimburses travel expenses incurred in controlling the accounts.

## **Art. 10 - Amendments to the internal regulations**

The IR may be amended by the oGA in the form of a motion proposed by the BD, an affiliated movement, movement delegates or a working commission.

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