

# THE STUDENT ASSOCIATION OF THE STOCKHOLM SCHOOL OF ECONOMICS



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THE STUDENT ASSOCIATION

## STATUTES

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## DEFINITIONS FOR SASSE'S STATUTES

Members Assembly	Highest decision-making body when summoned in accordance with 3.2 §
SASSE Council	Highest decision-making body of SASSE, after the Members Assembly
Board of Directors	A strategic body handling the preparatory work of the SASSE Council
SASSE Board	Highest executive body of SASSE
Presidium ("P3")	A strategic body handling the preparatory work of the SASSE Board amongst other responsibilities listed in 3.5 §
Committee	Operational, strategic or functional bodies handling different areas of the association's social, professional and educational work
Internal auditor	Elected officials responsible for reviewing the operational and strategic work of the SASSE Council and SASSE Board
Elected official	A functionary of SASSE that has been appointed through elections
Member	Ordinary members, honorary members, inspector and seniors
Public announcement	Information announced in such a way that all members can easily and directly gain access to this information
Regulatory Documents	Documents governing SASSE established in accordance with 7.1 §
Operating year	The period from and including the 1st of March, to and including the last day of February of the following year
SSE ("HHS")	Stockholm School of Economics ("Handelshögskolan i Stockholm")
SASSE ("HHSS")	The Student Association of the Stockholm School of Economics, Stockholm ("Handelshögskolan i Stockholms Studentkår")

# CHAPTER 1: MISSION OF SASSE

## 1.1 §

SASSE shall be a non-religious and non-partisan organisation, with the task of promoting good camaraderie between the students at SSE and of looking after their joint interests.

### **Original Statement:**

HHSS, skall vara en religiöst och partipolitiskt obunden organisation, och har till uppgift att främja gott kamratskap mellan studerande vid HHS och tillvarata deras gemensamma intressen.

# CHAPTER 2: MEMBERS OF SASSE

## 2.1 § MEMBERS

### 2.1.1 §

SASSE is an association of students registered at SSE whose yearly membership fee has been paid, who thus comprise the Ordinary Members. Other members include Honorary Members, the Inspector, Alumni Members and Senior Members.

The Inspector and the Senior Members are also members of advisory bodies within SASSE, whose functions are addressed in 2.4 § and 2.5 §.

### 2.1.2 §

A member of SASSE can at any point in time renounce their membership through written and signed notice to the current President of SASSE. Upon renunciation the membership ceases immediately and the renouncing member loses all rights and obligations associated with their membership as defined in these statutes and other governing documents of the association. This does not exempt a former member from repercussions for actions taken during their time as member, for which SASSE retains the right to enforce where applicable.

## 2.2 § ORDINARY MEMBERS

### 2.2.1 §

Ordinary Members are entitled to:

- a) enjoy the benefits offered by SASSE,
- b) participate in elections in accordance with Chapter 4,
- c) participate in the Members Assembly in accordance with 3.2.8 §,
- d) convene a Members Assembly in accordance with 3.2.4 §,
- e) have a certain matter dealt with at a Members Assembly in accordance with 3.2.6 §,

- f) participate in meetings of the SASSE Council in accordance with 3.3.13 §,
- g) convene meetings of the SASSE Council in accordance with 3.3.8 §,
- h) have a certain matter dealt with by the SASSE Council in accordance with 3.3.10 §,
- i) have a certain matter dealt with at a SASSE Board meeting in accordance with 3.5.10 §.

### **2.2.2 §**

An Ordinary Member is eligible to be appointed an elected official in SASSE in accordance with Chapter 4.

### **2.2.3 §**

An Ordinary Member has the following obligations to:

- a) abide by these statutes and any other regulatory documents listed in 7.1 §, and
- b) pay the set membership fee to SASSE within the prescribed period of time.

### **2.2.4 §**

An Ordinary Member who breaches the regulatory documents of SASSE or in some other way intentionally or through negligence causes harm to SASSE, may be:

- a) suspended for a certain period of time,
- b) permanently barred from their membership rights, and/or
- c) prohibited from engaging in the work of SASSE,

through a decision by the SASSE Council with at least a five-sixths majority, or in accordance with the *Disciplinary Statute*.

## **2.3 § HONORARY MEMBERS**

### **2.3.1 §**

The SASSE Council is entitled to appoint a person who has made a special effort to promote the interests and ambitions of SASSE an Honorary Member.

### **2.3.2 §**

Honorary Members are appointed by the SASSE Council with at least a two-thirds majority.

## **2.4 § INSPECTOR**

### **2.4.1 §**

The SASSE Council may appoint someone from the faculty of the Stockholm School of Economics as Inspector, who shall facilitate contact between SASSE and the employees of SSE. The Inspector should be able to adequately fulfil an advisory role to SASSE's functionaries across a number of material concerns.

## **2.4.2 §**

The Inspector is appointed by the SASSE Council with at least a two-thirds majority for a period of three years.

## **2.4.3 §**

The Inspector is entitled to:

- a) attend and speak during a Members' Assembly,
- b) attend and speak during meetings of the SASSE Council,
- c) attend and speak during meetings of the SASSE Board,
- d) request the minutes from all Members' Assemblies, meetings of the SASSE Council, and meetings of the SASSE Board, and receive these within five working days.

## **2.5 § SENIOR MEMBERS ("SENIORER")**

### **2.5.1 §**

The SASSE Council is entitled to appoint a person who has shown a great interest in the work of SASSE as a Senior Member, to give advice to the SASSE Board and the Board of Directors. Senior Members should have graduated from the Stockholm School of Economics.

### **2.5.2 §**

Senior Members shall be nominated by the SASSE Board at least once a year. The nomination shall be presented to the SASSE Council at the first meeting of the operating year. The SASSE Board shall provide three seniors per member of the SASSE Board and one senior per member of the Board of Directors.

### **2.5.3 §**

Senior Members are appointed by the SASSE Council for a period of three years. In the event of premature resignation, the SASSE Council is entitled to appoint another person as a replacement with a new term of three years.

### **2.5.4 §**

The Senior Members meet as convened by the SASSE Board. Such meetings shall take place at least three times per year.

### **2.5.5 §**

Senior Members have the right to attend and to speak at the Members' Assembly, and to attend meetings of the SASSE Council with the right to speak.

## **2.6 § ALUMNI MEMBERS**

A student who has graduated from the Stockholm School of Economics can become an Alumni Member. The rights and obligations are further governed by the *Alumni Membership Policy* in 7.1 §.

# **CHAPTER 3: ORGANISATION**

## **3.1 § OVERVIEW**

### **3.1.1 §**

The organisation of SASSE consists of:

- a) the members;
- b) the legislative bodies, i.e. the Members' Assembly and the SASSE Council;
- c) the preparatory bodies, i.e. the Board of Directors and the Presidium;
- d) the executive bodies, i.e. the SASSE Board and the Committees;
- e) the subsidiary bodies, i.e. Authorised Associations and Authorised Independent Projects;
- f) the advisory bodies, i.e. the Inspector and the Senior Members;
- g) the monitoring bodies, i.e. the Auditors and the Representatives; and
- h) temporary judicial bodies, i.e. the Statute Interpretation Committee and the Disciplinary Committee.

### **3.1.2 § Rights and Obligations**

The internal structure of the bodies of SASSE, as well as the rights and obligations of individual functionaries within those bodies, are defined by the regulatory documents listed in 7.1 §.

### **3.1.3 § Language**

The official language of SASSE is English.

### **3.1.4 § Signatory**

The Presidium (see 3.6 §) is authorised to sign legally binding contracts in the name of SASSE without a legal proxy. The members of the Presidium may grant a legal proxy to a member of the SASSE Board. The SASSE Council may grant a legal proxy to any ordinary member after a decision with a simple majority.

### **3.1.5 § Operating Year**

The operating year of SASSE spans the 1st of March to the last day of February the following year.

### **3.1.6 § Voluntary work**

All work conducted within the Student Association at the Stockholm School of Economics is carried out on a voluntary basis. However, members of the SASSE Board are entitled to monetary compensation in accordance with the *Financial Regulations*.

### **3.1.7 § Financial Burden**

Engagement in SASSE shall not entail a financial burden for the individual.

## **3.2 § MEMBERS' ASSEMBLY ("KÅRMÖTE")**

### **3.2.1 §**

The Members' Assembly is the highest decision-making body of the Association.

### **3.2.2 §**

The Members' Assembly can only take decisions regarding:

- a) the revision or revocation of all decisions made within SASSE by the SASSE Board or SASSE Council;
- b) the removal of the SASSE Council or an individual member the SASSE Council from office;
- c) the removal of the SASSE Board or individual members of the SASSE Board from office;
- d) the announcement and execution of a re-election;
- e) the dissolution of SASSE;
- and
- f) the ratification of a decision to dissolve SASSE.

The Members' Assembly can also change previous decisions made in accordance with a) to d) by the Members' Assembly.

### **3.2.3 §**

A Members' Assembly consists of the members of SASSE, and shall address:

- a) the eligibility to vote at the Members' Assembly,
- b) the election of the Chair and Vice Chair of the meeting,
- c) the election of two members who, alongside the Chair of the Members' Assembly, shall adjust the minutes and count the votes,
- d) whether the Members' Assembly constitutes a quorum,
- e) whether the Members' Assembly was duly convened, and
- f) the approval of the agenda.



### **3.2.4 §**

A Members' Assembly shall be held following a written request to the SASSE Board signed by at least 5 % of the ordinary members. The SASSE Board shall announce that a Members' Assembly is to be held to discuss a certain matter stated in such a request no later than fifteen days after the request has been submitted. The SASSE Council may also with a simple majority decide to announce a Members' Assembly. All members shall be convened to the Members' Assembly through a public announcement made in accordance with 3.2.5 §. The Members' Assembly may only be held on weekdays.

A written request to hold a Members' Assembly pertaining to the dissolution of SASSE must instead be signed by at least 50% of the ordinary members to be considered valid. The SASSE Council can only decide to announce a Member's Assembly pertaining to the dissolution of SASSE through a unanimous decision.

A Members' Assembly pertaining to the ratification of a decision to dissolve SASSE cannot be requested or announced through any other means than by the SASSE Council in accordance with 3.2.10 §.

### **3.2.5 §**

Public announcements about and a preliminary agenda for a Members' Assembly must be posted at least five weekdays in advance. Members who wish to have a certain matter dealt with in connection with a main item in accordance with 3.2.4 § shall submit a written request concerning this to the SASSE President no later than the third scheduled day before the Members' Assembly of the Student Association. A final agenda shall be posted at the premises of the Student Association at least two weekdays prior to a meeting. All information shall be made available published on the SASSE premises and on the SASSE website.

### **3.2.6 §**

At the Members' Assembly, decisions can only be made in matters in the definitive agenda posted in accordance with 3.2.5 §, with the exception that five sixths of all members attending decide to add a certain matter to the agenda of the Members' Assembly. Such additions must have a clear attachment to a previous matter that was adopted in accordance with 3.2.5 §.

Matters pertaining to the dissolution of SASSE cannot be added to the agenda of the Members' Assembly through vote, and must be established in the definitive agenda ahead of the Members' Assembly according to 3.2.5 §.

### **3.2.7 §**

The Members' Assembly constitutes a quorum when at least 10 % of all of the members of SASSE are present.

Decisions made in accordance with 3.2.2 § a) to d) require a simple majority.

Decisions made in accordance with 3.2.2 § e) require a unanimous vote. In addition, a decision made in accordance with 3.2.2 § e) must be ratified by the Members' Assembly on a separate occasion as defined under 3.2.10 § to be actualized.

Decisions made in accordance with 3.2.2 § f) requires a unanimous vote.

Decisions regarding changes of previous decisions made by the Members' Assembly require a two-thirds majority.

### **3.2.8 §**

The right to speak, submit motions and vote applies to all ordinary members of SASSE attending the Members' Assembly.

Honorary Members, Senior Members and the Inspector have the right to attend and to speak.

### **3.2.9 §**

An adjusted decision protocol from the Members' Assembly shall be announced publicly within two weeks after the meeting has been held.

### **3.2.10 §**

If the Members' Assembly unanimously votes to dissolve SASSE, such a decision must be ratified by the Members' Assembly on a separate occasion before it is actualized. The SASSE Council shall announce a Members' Assembly for this explicit purpose no earlier than 3 months and no later than 12 months after the initial vote passed, in accordance with 3.2.5 §.

If a decision made in accordance with 3.2.2 § e) is not ratified this way, it is to be discarded.

## **3.3 § SASSE COUNCIL ("FULLMÄKTIGE")**

### **3.3.1 §**

The SASSE Council is the highest decision-making body of SASSE, after the Members' Assembly.

### **3.3.2 §**

The SASSE Council consists of 13 members, eight of whom comprise the Ordinary Council Members and five of whom comprise the Board of Directors. The Board of Directors also includes the Chair of the SASSE Council.

### **3.3.3 §**

The SASSE Council presides over different strategic areas of responsibility.

### **3.3.4 §**

Elections of the SASSE Council are held in accordance with Chapter 4.

### **3.3.5 §**

The mandate period of the Board of Directors, Chair of the SASSE Council and two Ordinary Council Members spans the 1st of July to the 30th of June the following year. The mandate period of the remaining six Ordinary Council Members is the calendar year.

### **3.3.6 a §**

Meetings of the SASSE Council shall address:

- a) the opening of the meeting,
- b) the appointment of a chair of the meeting,
- c) the appointment of a secretary to the meeting,
- d) the appointment of vote counters and validators of the minutes,
- e) the adjustment of the electoral register and approval of co-opted participants,
- f) the question of whether the SASSE Council constitutes a quorum,
- g) the question of whether the meeting was proclaimed as according to the charter,
- h) the approval of the agenda,
- i) the approval of the previous meeting's minutes,
- j) a follow-up of previous decisions made,
- k) reports from the different bodies and functionaries of the organisation,
- l) the question of whether the reports can be put on file,
- m) the handling of submitted motions,
- n) the treatment of submitted discussion points,
- o) the date of the next meeting and deadline for submitting items, and
- p) the closing of the meeting.

The SASSE Council can decide to adjust the meeting procedure during the council meeting with a five-sixths majority.

### **3.3.6 b §**

Meetings of the SASSE Council shall be held at least ten times per operating year at times determined by the Board of Directors. Meetings of the SASSE Council may only be held on a weekday unless the SASSE Council decides otherwise with a five-sixths majority. All members and constant adjuncts shall be called to meetings of the SASSE Council.

### **3.3.7 §**

The agenda shall be distributed to the SASSE Council and its constant adjuncts at least five workdays before the council meeting in accordance with the *Procedure for SASSE Council Meetings*, unless otherwise decided by the Board of Directors.

An edited version of the agenda without the previous meeting's minutes should be published at least five workdays before each council meeting in accordance with the *Procedure for SASSE Council Meetings*, unless otherwise decided by the Board of Directors. This agenda shall be published in a manner directly accessible by all members of SASSE.

The agenda with the previous meeting's minutes should be made available to members upon request at least five workdays before each council meeting.

### **3.3.8 §**

Meetings of the SASSE Council shall also be held when called for by an Auditor, by five members of the SASSE Board, or by at least 2.5 % of the Ordinary Members, who in a written communication to the Chair of the SASSE Council have requested a meeting of the SASSE Council to treat a certain matter. Such meetings of the SASSE Council must be held no later than ten workdays after such a request is submitted.

### **3.3.9 §**

The SASSE Council shall establish a working procedure, titled *Procedure for SASSE Council Meetings*, and make this available to all Ordinary Members.

### **3.3.10 §**

Members who wish to have a certain matter treated at meetings of the SASSE Council shall submit a written request to the Chair of the SASSE Council no later than ten days before such meeting.

### **3.3.11 §**

The SASSE Council shall, before the 1st of July, approve:

- a) a definitive budget for the operating year, and
- b) an operational plan for the operating year.

The SASSE Council shall, before the 1st of July, for the elapsed operating year, address the:

- a) annual report,
- b) final accounts,
- c) audit report,
- d) discharge, and
- e) allocation of results.

The following shall be presented at the last meeting of the SASSE Council for the operating year:

- a) preliminary budget, and
- b) the membership fee.

### **3.3.12 §**

Members of the SASSE Council who attend have the right to speak, submit motions and to vote.

Members of the SASSE Board and SASSE Board-elect who attend have the right to speak and submit motions. During the SASSE Council Meetings, the SASSE Board and the SASSE Board-elect speaks and submits motions as one entity.

The Internal Auditors and the Representatives have the right to attend, to speak, and to submit motions.

Honorary Members, Senior Members, and the Inspector has the right to attend and to speak.

The SASSE Council may co-opt external parties who then have the right to speak.

### **3.3.13 §**

Members have the right to attend and speak at meetings of the SASSE Council. However, if there are exceptional grounds for a certain matter, the SASSE Council may decide with a two-thirds majority that the deliberation shall be conducted behind closed doors, attended only by members who are entitled to vote, and the internal auditors.

The SASSE Council can invite people to attend a closed session with a simple majority. It is conventional to invite the SASSE President when there is no conflict of interest.

### **3.3.14 §**

The rights addressed in 3.3.12 § and 3.3.13 § apply solely to those who attend a meeting of the SASSE Council.

Attendance should be defined as physical presence. The SASSE Council may decide to entertain attendance in other forms, such as digital attendance.

### **3.3.15 §**

Members of the SASSE Council may not participate in voting on motions regarding project plans, initiatives, specific budgets, budget amendments, or similar, for projects they are responsible for as Project Leaders or Profit Center Managers.

Members of the SASSE Council may not vote on decisions regarding the discharge of:

- a) themselves, or
- b) any other person who served in the body concerned at partially or entirely the same time as themselves.

Members of the SASSE Council who are not allowed to participate in voting in accordance with the first paragraph should be considered as absent with reference to 3.3.17 §.

### **3.3.16 §**

Voting shall be conducted as an open ballot, unless otherwise decided by the SASSE Council.

In the event of an equal number of votes, the Chair of the SASSE Council has the casting vote.

Voting shall be undertaken by a secret ballot if a member of the SASSE Council so requests.

### **3.3.17 §**

The SASSE Council is only entitled to make decisions when more than half of the number of members of the SASSE Council are present at the vote.

In determining whether the SASSE Council constitutes a quorum, members with a conflict of interest shall be deemed absent.

If a member of the SASSE Council has renounced their position or been removed from office, they are not counted towards the total number of members of the council, referenced in the first paragraph.

### **3.3.18 §**

Meetings of the SASSE Council may only decide on matters included in the agenda, and subsidiary motions presented during the meeting regarding those agenda items.

The SASSE Council may with a five-sixths majority decide that a new point of business should be added to the agenda. Amendments to existing points do not apply by this paragraph.

### **3.3.19 §**

A decision relating to the Membership Fee may not be made unless the matter has been specifically included in the agenda.

### **3.3.20 §**

Decisions made by the SASSE Council should be enforced immediately unless one third of the present members of the SASSE Council votes for a delay of up to two weeks. However, decisions made by the SASSE Council do not enter into force when a request according to 3.2 § has been submitted on the matter.

### **3.3.21 §**

The SASSE Council can refuse to remunerate an ordinary member who, according to a two-thirds majority of the SASSE Council, has grossly mismanaged their role.

## **Minutes**

### **3.3.23 §**

Minutes should be kept for every meeting of the SASSE Council. The official minutes of meetings of the SASSE Council should be made available within five workdays to the Member who submits a written request.

The keeper of the minutes shall finish the adjusted minutes within ten workdays after a SASSE Council meeting, unless otherwise decided.

The validators of the minutes have five workdays to sign the adjusted minutes after they are approved during the next SASSE Council meeting. Minutes are made official when they are validated by all protocol validators.

## **3.4 § BOARD OF DIRECTORS (“DIREKTIONEN”)**

### **3.4.1 §**

The Board of Directors shall act as the preparatory body of the SASSE Council.

The responsibilities of the Board of Directors are governed by the *Post Descriptions*.

### **3.4.2 §**

The Board of Directors consists of:

- a) the Chair of the SASSE Council,
- b) the Director of Education,
- c) the Director of Finance,

- d) the Director of Governance, and
- e) the Director of Member Engagement.

### **3.4.3 §**

Elections of the Board of Directors are held in accordance with Chapter 4. The areas of responsibility are to be distributed by the Chair of the SASSE Council after the elections but before the handover period.

## **3.5 § SASSE BOARD (“KÅRSTYRELSEN”)**

### **3.5.1 §**

The SASSE Board is the highest executive body of SASSE.

### **3.5.2 §**

The SASSE Board consists of:

- a) the President of SASSE (“KO”),
- b) the Vice President of SASSE (“VKO”),
- c) the Treasurer (“Skattis”),
- d) the President of the Education Committee,
- e) the President of the Business Committee,
- f) the President of the Sports Committee,
- g) the President of the International Committee,
- h) the President of the Tech Committee,
- i) the President of the Media Committee,
- j) the President of the Entertainment Committee (“Clubmaster”), and
- k) the President of the Social Committee.

### **3.5.3 §**

Members of the SASSE Board are elected in accordance with Chapter 4.

### **3.5.4 §**

The Committee Presidents are primarily responsible for projects within their committee, and shall work actively to provide a platform for members to pursue interests within each committee’s area of responsibility. In addition to their work within the SASSE Board, the Committee Presidents shall govern their areas of responsibility independently but are obliged to execute decisions made by the SASSE Board, the SASSE Council, and the Members Assembly.

### **3.5.5 §**

A committee accountable to the SASSE Board can either be operational or strategic.



Strategic committees include:

- a) the Business Committee (“NU”), and
- b) the Education Committee (“UU”).

Operational committees include:

- a) the Sports Committee (“IdU”),
- b) the International Committee (“IntU”),
- c) the Tech Committee (“TechU”),
- d) the Media Committee (“MedU”),
- e) the Entertainment Committee (“PU”), and
- f) the Social Committee (“SU”).

The ongoing work of the committees is specified in the *Post Descriptions*.

### **3.5.6 §**

Beyond their ongoing work, the Committee Presidents shall be responsible over committee projects and societies.

The work of committee projects and societies is governed by the regulatory documents of SASSE, listed in 7.1 §.

### **3.5.8 §**

The SASSE Board shall meet at least twice between meetings of the SASSE Council. Minutes for these meetings must be kept. The SASSE Board is entitled to co-opt outside parties for specific meetings.

The official minutes of SASSE Board Meetings shall be made available within five workdays to the SASSE Member who submits the written request.

### **3.5.9 §**

Decisions can be made when at least half of the members of the SASSE Board are present. The President shall have a casting vote in the event that voting is tied. In the absence of the President of SASSE, the casting vote is transferred to the Vice President of SASSE.

### **3.5.10 §**

Members who wish to have a certain matter dealt with at a meeting of the SASSE Board shall submit a written request to the Presidium no later than five workdays before the meeting.

### **3.5.11 §**

After the end of the operating year, the SASSE Board should:

- a) prepare a balance sheet and income statement as well as an annual report, and
- b) submit these to the auditors before the 1st of July.

## **3.6 § PRESIDIUM**

### **3.6.1 §**

The Presidium is the preparatory body of the SASSE Board.

The ongoing work of the Presidium is specified in the *Post Descriptions*.

### **3.6.2 §**

The Presidium consists of:

- a) the President of SASSE,
- b) the Vice President of SASSE, and
- c) the Treasurer.

### **3.6.3 §**

Members of the Presidium are elected in accordance with Chapter 4.

## **3.7 § AUTHORISED ASSOCIATIONS**

### **3.7.1 §**

All Authorised Associations are subsidiary bodies incorporated in SASSE. An Authorised Association consists of members of SASSE unless otherwise stated in these statutes, and is formed to accomplish a specific purpose within the scope of SASSE.

### **3.7.2 §**

Associations are authorised by the SASSE Council. The SASSE Council may revoke such an authorisation.

### **3.7.3 §**

An Authorised Association is the only form of subsidiary body in SASSE that may be named an association.

### **3.7.4 §**

To be given authorisation, it is required that:

- a) the association is open to all members of SASSE;
- b) the appointment of board members either:
  - i. implements internal democratic procedures, or

- ii. are conducted via a recruitment in accordance with the *Recruitment Regulations*;
- c) the association drafts its own statutes;
- d) the statutes of the association incorporate paragraphs that subject the association and its work to all regulatory documents of SASSE as specified in 7.1 §; and
- e) the statutes of the association, and amendments thereof, are subject to approval by the SASSE Council.

### **3.7.5 §**

The appointment of the President of an Authorised Association is subject to approval by the SASSE Council in a closed session by simple majority.

### **3.7.6 §**

Unless otherwise stated, these associations are accountable to the SASSE Council and are subject to review by the SASSE Council and the auditors of SASSE.

### **3.7.7 §**

In addition to their own statutes, authorised associations are governed by the regulatory documents of SASSE as specified in 7.1 §

## **3.8 § AUTHORISED INDEPENDENT PROJECTS**

### **3.8.1 §**

The Authorised Independent Projects (hereafter Independent Projects) are subsidiary bodies in SASSE. An Independent Project consists of members of SASSE, and is formed to accomplish a specific purpose within the association.

Independent Projects differ from committee projects (see 3.5.4 §) as they are carried out as separate Profit Centers.

### **3.8.2 §**

Independent Projects are authorised by the SASSE Council. The SASSE Council may revoke such an authorisation.

### **3.8.3 §**

To be awarded authorisation, it is required that:

- a) the project is open to all members of SASSE,
- b) the project's purpose is approved by the SASSE Council, and
- c) the project submits a budget to the SASSE Council when so required.

### **3.8.4 §**

Candidates for appointment to the project group of an independent project are to be recruited in accordance with the *Recruitment Regulations*.

The appointment of the project leader of an independent project is subject to approval by the SASSE Council in a closed session by simple majority.

### **3.8.5 §**

Unless otherwise stated, these projects are accountable to the SASSE Board and SASSE Council and are subject to review by the SASSE Council and the Auditors of SASSE.

### **3.8.6 §**

Independent Projects are governed by the regulatory documents of SASSE as specified in 7.1 §.

## **3.9 § REPRESENTATIVES (“OMBUD”)**

### **3.9.1 §**

The Representatives of SASSE is a form of appointed agency that serves to represent and act in matters of specific domains on behalf of the members of SASSE.

### **3.9.2 §**

The representatives of SASSE consists of:

- a) a Equality Representative, and
- b) a Sustainability Representative.

### **3.9.3 §**

Representatives are nominated by the Board of Directors through an interview process conducted by the Board of Directors and confirmed during a closed council session by simple majority.

The process of interviewing the Representatives of SASSE should be carried out in accordance with the *Recruitment Regulations*.

If a representative resigns before the end of their mandate, that representative is responsible for recruiting a new representative, in cooperation with the Board of Directors, to be presented and approved by the SASSE Council as described in the first paragraph.

### **3.9.4 §**

The work of the Representatives of SASSE is governed by the regulatory documents of SASSE as specified in 7.1 §.

### **3.9.5 §**

The Representatives are entitled to:

- a) attend, speak and submit motions at the meetings of the SASSE Council, and
- b) attend, speak and submit motions at the meetings of the SASSE Board.

## **3.10 § AUDITORS**

### **3.10.1 §**

There are three Auditors, two of whom are Internal Auditors and one is an External Auditor.

### **3.10.2 §**

The auditors shall examine whether the operation is being run in compliance with the operational plan, the budget, the statutes, and other decisions made by the Members' Assembly, the SASSE Council, and the SASSE Board.

The Internal Auditors shall perform audits both on an ongoing basis as well as in accordance with the *Post Descriptions* regarding audits of the operating year. Internal Auditors shall not audit operations for which they have a considerable responsibility in order to guarantee the objectivity of the internal auditors in their work.

### **3.10.4 §**

The Auditors are entitled to review financial and other documents in the operation of the Student Association at any time.

The Internal Auditors have the right to attend, speak and submit motions at the meetings of the SASSE Council and the SASSE Board. The Internal Auditors are also entitled to convene meetings of the SASSE Board and the SASSE Council.

### **3.10.5**

Internal Auditors are elected in accordance with Chapter 4. The External Auditor is appointed by the SASSE Council in accordance with 4.17 §.

### **3.10.6 §**

A member of the preceding year's SASSE Board may not be appointed as External Auditor.

### **3.10.7 §**

An External Auditor appointed by the SASSE Council must be a Certified Public Accountant (or "auktoriserad revisor" in Swedish).

## **3.11 § COMPANIES SUBSIDIARY TO SASSE**

### **3.11.1 §**

SASSE has the right to own an incorporated company, if the company's business description and daily operations fulfils the paragraph stated in 1.1 §.

### **3.11.2 §**

SASSE must, in such cases, own 100 % of the shares in the incorporated company and the dividends must be used to fulfil the association's main mission stated in 1.1 §.

### **3.11.3 §**

The incorporated company is subject to taxation, however this does not affect the right for SASSE as a non-profit organisation to keep its tax-relieved status. SASSE can thus not provide any financial aid to the incorporated company.

## **CHAPTER 4 : ELECTIONS**

### **General**

#### **4.1 §**

The Elected Officials of SASSE are appointed by democratic elections where all Ordinary Members are eligible to vote.

#### **4.2 §**

The Elected Officials of SASSE comprises the SASSE Council, the SASSE Board, and the Internal Auditors.

#### **4.3 §**

Beyond the following paragraphs, the elections are further governed by the *Election Regulations*.

### **Eligibility and Nominations**

#### **4.4 §**

All Ordinary Members are eligible for candidacy in the SASSE Elections.

Ordinary Members are entitled to nominate candidates (including themselves) for elected office.

#### **4.5 §**

If a nominee is certain they will be unable to (physically) fulfil the mandate in its entirety, they shall be declared ineligible for the role.

#### **4.6 §**

To be appointed an Elected Official of SASSE, an Ordinary Member must be nominated, and then run in the SASSE Elections. The same member may be nominated and subsequently run for all elected offices simultaneously.

#### **4.7 §**

Nomination to elected office shall be made in accordance with the *Election Regulations*, unless otherwise stated in these statutes.

#### **4.8 §**

In order to run in the elections, a nominee must accept their nomination within the prescribed nomination period.

#### **4.9 §**

The candidature of a nominee is not permitted if they have an established record of:

- a) sexual harassment or abuse,
- b) fraud, and/or
- c) grand larceny.

A record is considered established if the nominee has been subject to disciplinary action or a criminal verdict, unless the prescription period has passed. This paragraph is further governed by the *Election Regulations*.

#### **4.10 a §**

Incumbent elected officials are only eligible to run if the nomination period commences at least four months after the start of their current mandate.

Upon accepting their nomination, an incumbent elected official shall renounce their current mandate in cases where the mandate periods overlap.

#### **4.10 b §**

An elected official who graduates from SSE before the end of their mandate has the right to fulfil that mandate but is not eligible to run for another elected position within SASSE.

### **Election dates**

#### **4.11 §**

The regular SASSE Elections comprise two elections during the operating year, namely the Spring Election and the Fall Election.

#### **4.12 §**

Unless otherwise decided by the SASSE Council with two-thirds majority, the nomination period shall end before the 1st of May for the Spring Election, and the 15th of November for the Fall Election. The duration of the nomination periods are further specified in the *Election Regulations*.

Unless otherwise decided by the SASSE Council with two-thirds majority, the Spring Election must be completed by the 31st of May and the Fall Election must be completed by the 31st of December. The election is considered to be complete once the SASSE Council has approved the election minutes and results (see 4.16 §).

#### **4.13 §**

Unless otherwise decided by the SASSE Council with two-thirds majority, the election results shall be announced within 24 hours after voting has closed.

#### **4.14 §**

The election of the Chair of the SASSE Council, the Board of Directors, as well as two Ordinary Members of the Council shall take place during the Spring Election.

#### **4.15 §**

The election of the SASSE Board, the Internal Auditors, and six Ordinary Members of the Council shall take place during the Fall Election.

### **Election meeting**

#### **4.16 §**

The Election Meetings of the SASSE Council shall coincide with the formal items listed in 3.3.6 a §.

The SASSE Council shall approve the results of a SASSE Election and its minutes.

Unless otherwise decided by the SASSE Council with two-thirds majority, the results of the Fall Election shall be approved by the 31st of December the same year.

Unless otherwise decided by the SASSE Council with two-thirds majority, the results of the Spring Election shall be approved by the 30th of June the same year.



#### **4.17 §**

At the meeting during which the results of the Fall Election are approved, the Council shall appoint an External Auditor in accordance with 3.10.7 §.

### **The Election Committee**

#### **4.18 §**

The Election Committee is responsible for administering the regular SASSE Elections outlined in 4.11 § through 4.15 § as well as any interim election outlined in 4.37 §.

#### **4.19 §**

Members of the Election Committee may not be candidates for elected office, nor be an elected official of SASSE.

#### **4.20 §**

Unless otherwise decided by the SASSE Council with two-thirds majority, the Election Committee's mandate period starts on the 1st of February, and ends on the 31st of January the following year.

#### **4.21 §**

Prior to the Fall Election, the Election Committee President shall be nominated by the Board of Directors through a recruitment and interview process conducted by the Board of Directors. The nomination shall be approved by the SASSE Council during a closed council session by simple majority, and then put on file.

The recruitment of the Election Committee President shall occur in accordance with the *Recruitment Regulations*. All interview questions are to be documented and made available to the SASSE Council.

#### **4.22 §**

The approved nomination shall be made available through public announcement by the Board of Directors.

#### **4.23 §**

If the Election Committee President resigns before the end of their mandate, the Board of Directors is responsible for appointing a member of the Election Committee as the new Election Committee President or recruiting a new Election Committee President in accordance with 4.21 §.

The replacement of the Election Committee President shall be presented and approved by the SASSE Council, in a closed council session by simple majority.

#### **4.24 §**

The Election Committee President is responsible for recruiting the Election Committee with the support of the Board of Directors, in accordance with the *Recruitment Regulations*.

#### **4.25 §**

During an election, the Election Committee is tasked with:

- a) informing all members of SASSE of the eligible roles,
- b) administering the period of nomination,
- c) administering the period of campaigning,
- d) planning and hosting election-related events,
- e) administering the electoral register,
- f) administering the voting system,
- g) counting and summarising the votes,
- h) announcing and publicising the election results, and
- i) enacting the Election Regulations.

The work of the Election Committee is further governed by the *Election Regulations*.

#### **4.26 §**

The work of the Election Committee is subject to a review by the Internal Auditors.

### **Vote counting**

#### **4.27 §**

The following vote options shall be available in all SASSE Elections:

- a) a ranked ordinary vote,
- b) a blank vote, and
- c) a protest vote.

#### **4.28 §**

During SASSE Elections, ordinary votes shall be cast in a ranked order. The candidates who receive more than half of the primary votes cast are elected.

#### **4.29 §**

Blank votes and protest votes are counted towards total votes cast when counting votes as described in 4.28 §.

### **4.30 §**

If none of the candidates have received more than half of the primary votes, a recount shall take place. Such a recount shall take place by eliminating the candidate with the least number of primary votes and allocating that candidate's residual votes to the remaining candidates according to the ranking. This process shall be repeated until a candidate has more than half the number of primary votes.

For the Board of Directors, the Ordinary Members of the Council and the Internal Auditors, this process shall be repeated until only the number of candidates to be elected remain.

### **4.31 §**

When a recount takes place:

- a) vote ranking belonging to candidates who have been eliminated will be allocated among the remaining candidates according to the initial ranking
- b) the initial primary votes allocated to candidates who have been eliminated should then be counted as blank votes and be excluded from the recount
- c) protest votes shall remain counted as a vote cast

If the blank votes account for fewer than three fourths of the votes cast, they will not be counted as votes cast in a recount.

### **4.32 §**

Should the number of blank votes exceed three fourths of the votes cast, a re-election should immediately be conducted for the role(s) this applies to.

Should the number of protest votes exceed the number of primary votes for any one candidate, the candidate(s) this applies to shall be eliminated. The votes shall then be re-allocated according to 4.30 § and 4.31 §. If the elimination of the candidate(s) results in there being fewer candidates than available positions for that role, the position(s) should be considered vacant and a re-election should immediately be conducted for the position(s) vacant.

### **4.33 §**

Following the re-allocation of votes specified in 4.30 §, if multiple candidates have the same number of votes, the mandate will be allocated by the drawing of lots. At least one Internal Auditor, the Chair of the SASSE Council and at least one additional member of the Board of Director shall be present during the drawing of lots.

#### **4.34 §**

In an election, the candidates running for the role of Ordinary Council Member shall be prioritised such that there are at least two Ordinary Council Members enrolled at each of the Bachelors and Masters level.

#### **4.35 §**

All election results from the vote counting shall be stated in the election minutes.

### **Replacements**

#### **4.36 §**

If a member of the SASSE Council at the start of the nomination period following the election during which they were elected, has been absent from more than a third of the council meetings that have been held so far during their mandate period, they shall be deemed to set their position at disposal in accordance to 4.37 §, unless the SASSE Council decides otherwise.

If a member of the SASSE Council will be leaving for exchange studies, or is otherwise expected to be unable to attend meetings for an extended period of time, and thereby is unable to fulfil their obligations, they shall be deemed to set their position at disposal in accordance to 4.37 §, unless the SASSE Council decides otherwise.

#### **4.37 §**

An interim election shall be announced if:

- a) the Chair of the SASSE Council or a member of the Board of Directors resigns or is removed from office prior to the end of their mandate, where a temporary officer appointed by the SASSE Council shall replace the person who has resigned or been removed from office until the interim election has been held;
- b) an Ordinary Member of the SASSE Council resigns or is removed prior to the end of their mandate, so that the distribution of seats in the council no longer satisfies 3.3.17 §;
- c) any member of the SASSE Board resigns or is removed from office prior to the end of their mandate, where a temporary officer appointed by the SASSE Council shall replace the person who has resigned or been removed from office until the interim election has been held.

With the exception of the case for the Chair of the SASSE Council and the President of SASSE, an interim election shall only take place if there are at least three months until a regular election.

In the event that any elected official resigns or is removed from office less than three months before a regular election, the re-election shall be held in the coming regular election.

## **CHAPTER 5 : SASSE FUNDS**

### **The SASSE Funds**

#### **5.1 §**

Two funds are part of SASSE's assets, the Sten Haglund's Memorial Fund ("Sten Haglunds Minnesfond") and the 80-Year Fund ("80-årsfonden").

#### **5.2 §**

The Sten Haglund's Memorial Fund is intended to promote good camaraderie among students at SSE. This purpose shall be achieved by using money from the fund for social and other activities organised by SASSE to promote good camaraderie and cohesion.

#### **5.3 §**

The purpose of the 80-Year Fund is to promote SASSE's need for gatherings and recreation premises, and to contribute to the maintenance of such premises. This purpose shall be achieved by using money from the fund to build, convert and renovate the intended premises as well as for ongoing maintenance work.

### **The Foundation Lars Fredricsson**

#### **5.4 §**

The purpose of The Foundation Lars Fredricsson is to support talented young people with different kinds of entrepreneurial endeavours. This purpose shall be achieved by using the money in the foundation to pay out scholarships to students studying in Sweden, both at SSE and elsewhere, in order to finance further entrepreneurial education as well as their own projects within entrepreneurship. Young people without the financial means to finance their education should be rewarded in first-hand. In contrast with the funds mentioned in 5.1 §, the Foundation Lars Fredricsson is a foundation and therefore its own legal entity, but solely managed by SASSE.

### **The Jubilee Foundation**

#### **5.5 §**

The purpose of the Jubilee Foundation is to promote the students of SSE's possibility to continue their already successful studies abroad. In contrast with the funds mentioned in 5.1 §, the Jubilee Foundation is a foundation and therefore its own legal entity.

### **Stockholm Student Investment Fund (SSIF)**

## **5.6 §**

The purpose of the Stockholm Student Investment Fund (SSIF) is to promote SASSE members' interests in investment management and the financial industry. This purpose shall be achieved by using money from the fund to provide members with hands-on practice with investment management in financial markets, and arrange educational lectures and training workshops in the domains of applied finance.

The Stockholm Student Investment Fund (SSIF) is an Authorised Association subsidiary to SASSE.

## **5.7 §**

The fund in 5.6 § (SSIF) shall be managed by the SASSE Council in accordance with an Investment Policy jointly set up by SSIF and the SASSE Council. Investments are regulated by the SSIF Constitution which is ratified by the SASSE Council.

## **Fund Management Board (“Förvaltningsrådet”)**

## **5.8 §**

The funds in 5.2 § and 5.3 § as well as the foundations in 5.4 § and 5.5 § shall be managed in accordance with an Investment Policy decided by the specially assigned Fund Management Board. The SASSE Council will take decisions with at least a two-thirds majority following a proposal from the Fund Management Board about how to use the return of the funds as well as whether capital in the funds (not the foundations) shall be used in exceptional cases and, in such cases, how these should be used.

## **5.9 §**

The SASSE Council shall manage the funds in 5.2 §, 5.3 § and the foundations in 5.4 § and 5.5 § after consulting with the Fund Management Board. The Fund Management Board shall consist of five board members, two of whom are appointed by the Stockholm School of Economics Alumni Association, one by the Stockholm School of Economics Association and two by SASSE, one of whom is the incumbent President of SASSE and the other the incumbent Treasurer of SASSE, or, if the SASSE Council so decides, a former member of a SASSE Board. The SASSE Council appoints a representative from the Board of Directors to be a constant adjunct with the right to speak. Each respective body may appoint deputies for members.

## **5.10 §**

The Fund Management Board shall appoint a Chair and Secretary from within its ranks. The Chair shall be appointed from the group of members chosen by the Stockholm School of Economics Alumni Association and Stockholm School of Economics Association. The President of SASSE shall convene the meetings of the Fund Management Board.

### **5.11 §**

The members of the Stockholm School of Economics Alumni Association and the Stockholm School of Economics Association shall be appointed for a three-year term of office. The member appointed by the SASSE Council shall be appointed for a one-year term of office.

### **5.12 §**

The Fund Management Board constitutes a quorum when attended by at least three members, at least two of whom have been chosen by the Stockholm School of Economics Alumni Association or the Stockholm School of Economics Association. The Chair shall have a casting vote in the event that voting is tied. All members are required to be present for the Fund Management Board to constitute a quorum as regards the use of such part of a fund that corresponds to the original or subsequent capital injected or corresponds to capital gains, and all members must be in agreement for a decision to be made in the matter.

## **Reporting**

### **5.13 §**

The SASSE Board should keep the SASSE Council regularly informed about the liquidity and the current market value of all funds referenced in this chapter.

## **CHAPTER 6: DECISIONS**

### **Definitions**

#### **6.1 §**

Decisions shall be made in accordance with the regulatory documents listed in 7.1 §.

#### **6.2 §**

A decision that either has a significant impact or has a long term effect in SASSE's activities and interests, shall be deemed a strategic matter and primarily be decided upon by the SASSE Council, the Board of Directors, or by another Elected Official if the decision falls within their area of responsibility.

A decision which falls under the responsibilities of the bodies listed in 3.5–3.8 §§, shall be deemed an operational matter.

### **Decision Procedures**

### **6.3 a §**

Decisions are made by a simple majority unless otherwise stated in the regulatory documents listed in 7.1 §. An elected official may not participate in a voting regarding a matter where there is a clear conflict of interest. In the event of such a conflict, the said elected official shall be deemed not present.

In the event of an equal number of votes, the chair of the meeting has the casting vote. If the chair casts a blank vote, a decision shall be made through the drawing of lots.

### **6.3 b §**

A decision by the SASSE Council or the SASSE Board can be made per capsulam, if deemed appropriate by the preparatory body of either instance.

### **6.4 §**

A decision may be classified if it:

- a) is stated in the regulatory documents listed in 7.1 § that it should be so, or
- b) involves sensitive information regarding an individual or the association as a whole.

## **Appeals**

### **6.5 §**

All ordinary members and functionaires have the right to send in a formal complaint of a decision made regarding or within a body listed in 3.2–3.11 §§ within ten workdays after the decision has been made or, if applicable, after the decision has been publicly announced.

### **6.6 §**

When a formal complaint has been submitted, the Statute Interpretation Committee shall determine whether a decision constitutes a breach of any of the regulatory documents listed in 7.1 § and present a statement to the SASSE Council which shall decide on further actions. A decision which is against any regulatory document listed in 7.1 § shall be revoked or adjusted by the SASSE Council so that it becomes compliant with the regulations of SASSE, unless it can not be done without risking harm to the association.

## **CHAPTER 7: REGULATORY DOCUMENTS**

### **7.1 § Rights and Obligations**

The internal structure of the bodies of SASSE, as well as the rights and obligations of individual functionaries within those bodies, are defined by the following regulatory documents:



- a) Legal documents, approved by the SASSE Council:
  - i) the Statutes.
  
- b) Organisational documents, approved by the SASSE Council:
  - i) the Disciplinary Statutes,
  - ii) the Election Regulations,
  - iii) the Financial Regulations,
  - iv) the Recruitment Regulations, and
  - v) the Post Descriptions.
  
- c) Temporary documents, proposed by the SASSE Board and approved by the SASSE Council:
  - i) the Operational Plan,
  - ii) the Definitive Budget, and
  - iii) the Preliminary Budget.
  
- d) Policies, approved by the SASSE Council:
  - i) the Alcohol Policy,
  - ii) the Alumni Membership Policy,
  - iii) the Company Policy,
  - iv) the Communications Policy,
  - v) the Equality Policy,
  - vi) the Political Parties and Religious Groups Policy,
  - vii) the Subsidiary Company Policy,
  - viii) the Sustainability Policy, and
  - ix) the Travel Policy.
  
- e) Strategic Guidelines, proposed by the Board of Directors and approved by the SASSE Council:
  - i) the Guidelines for the Preliminary Budget,
  - ii) the Guidelines for the Operational Plan, and
  - iii) the Guidelines for the Definitive Budget.
  
- f) Guidelines, approved by the SASSE Board:
  - i) the Communication Guidelines,
  - ii) the Party Arranging Guidelines,
  - iii) the Premises Cleaning Guidelines and Contract (“The Last Strike”), and
  - iv) the SASSE Exchange Merit Guidelines.

The SASSE Council shall be informed of any changes made to any document listed in f) during the next council meeting.

## **7.2 §**

Internal hierarchy of sources for decision material:

1. Legal documents
2. Organisational documents
3. Policies
4. Strategic Guidelines
5. Guidelines
6. Praxis

## **7.3 §**

All regulatory documents listed under 7.1 § can be revised in accordance with 8.2 §.

## **7.4 §**

The Swedish law as well as the regulatory documents listed under 7.1 § constitutes an exhaustive and legally binding frame for all activities within SASSE.

## **7.5 §**

Praxis (common practice) within the organisation may only be established in accordance with 8.3–8.6 §§ and may not be in conflict with the legally binding frame.

# **CHAPTER 8: AMENDMENTS AND INTERPRETATION**

## **Amendments**

### **8.1 §**

Amendments to these statutes requires a decision at two SASSE Council meetings with at least one month, and maximum one year, apart with the exception of 1 § and 8.1 §. Amendments to 1 § and 8.1 § of these statutes require a decision at a Members' Assembly or at two SASSE Council meetings that take place with at least twelve months apart.

### **8.2 §**

Amendments of any other regulations listed in 7.1 § shall be approved by the SASSE Council, with an exception for amendments to guidelines listed in 7.1 f § which primarily shall be approved by the SASSE Board.

## **Statute Interpretation Committee**

### **8.3 §**

If disputes arise concerning the interpretation of the statutes, or if a decision is appealed in accordance with 6.5–6.6 §§, the matter shall be referred to the Statute Interpretation Committee (“Stadgetolkningkommittén”). This constitutes a temporary judicial body and shall not be confused with the committees referenced in 3.5.5 §.

### **8.4 a §**

The Statute Interpretation Committee consists of:

- a) the Chair of the SASSE Council,
- b) at least one of the Internal Auditors, and
- c) at least one additional member of the Board of Directors.

All members of the Board of Directors and the Internal Auditors have the right to take part in a decision.

### **8.4 b §**

If the prerequisites listed in 8.4 a § cannot be fulfilled, the SASSE Council is obligated to appoint a Statute Interpretation Committee to handle the specific matter.

### **8.5 a §**

A decision made by the Statute Interpretation Committee is deemed to be final unless otherwise stated in these statutes. The Statute Interpretation Committee makes decisions by a simple majority. In the event of an equal number of votes, the Chair of the SASSE Council, who is also the Chair of the Statute Interpretation Committee, unless otherwise decided by the SASSE Council, shall have the casting vote.

### **8.5 b §**

The SASSE Council can, with a two-thirds majority, revoke the interpretation made by the Statute Interpretation Committee.

### **8.6 §**

The Statute Interpretation Committee shall present an Interpretation Statement to the SASSE Council the next council meeting after a decision unless otherwise decided internally, however, no later than two meetings after the decision.

All Interpretation Statements shall be considered as “Praxis” and archived in a way that creates a coherent structure which allows future functionaries to refer to and easily access the statements.

An Interpretation Statement shall be incorporated into these statutes by the incumbent Board of Directors before the end of their mandate.

An Interpretation Statement shall only be removed if the paragraph in question has been changed in a way that the guiding value has been eliminated.