

# **European Federation of National Institutions for Language (EFNIL) Constitution**

## ***Article 1***

The European Federation of National Institutions for Language (EFNIL) is to be registered as an *Association sans but lucratif (ASBL)* under Luxembourg law according to the Act of 21 April 1928 on non-profit associations and foundations. It consists of the central or national institutions for research, documentation and policy relating to the officially recognised standard languages within the States of the European Union, called Members. The seat of EFNIL is after registration:

c/o Dr. Guy Berg, Villa Vienna, 133 avenue de la Liberté, L-4602 Niedercorn, Luxembourg.

## ***Article 2***

The purpose of the Federation is

- the collection and exchange of information about the officially recognised standard languages of the EU and other official European languages;
- the provision of expert advice about language policy in the EU;
- the preservation of linguistic diversity within Europe;
- the promotion of plurilingualism amongst the citizens of the EU states.

The Federation also maintains an interest in the minority and regional languages of Europe.

## ***Article 3***

To this end, the Federation seeks to engage in:

3.1 Projects relating to the description and analysis of the current linguistic situation within the EU as well as implications for longer-term linguistic development;

3.2 Scientifically based analyses of cross-state language problems and questions of language policy;

3.3 Consultation services in the field of language policy for political decision-makers of the EU institutions and Member States;

3.4 Propagation of the cultural and practical benefits of European linguistic diversity and plurilingualism through relevant actions and publications;

3.5 All other activities which contribute to its aims.

## ***Article 4***

The four founding members of EFNIL as an ASBL are:

- a. Prof. Dr. Gerhard Stickel, retd. director, Institut für Deutsche Sprache, R5-13, D-68161 Mannheim, German.
- b. Dr. Sabine Kirchmeier, director, Dansk Sprognævn/ Danish Language Council, Worsaaesvej 19, 4. Sal, 1972 Frederiksberg C, Dänemark, Dane.
- c. Dr. Tamás Váradi, head of department, Magyar Tudományos Akadémia Nyelvtudományi Intézet/ Research Institute for Linguistics, Hungarian Academy of Sciences, P.O. Box 360, H-1394 Budapest, Hungarian.

- d. Dr. Guy Berg, Chef adj. de la Représentation de la Commission européenne au Luxembourg, Maison de l'Europe, 7, rue du Marché-aux-Herbes, L – 2920 Luxembourg, Luxembourg.

## ***Article 5***

Conditions for the admission and resignation of members:

The admission of members according to Art. 1 is decided by the General Assembly of members. Comparable language institutions of European countries that do not belong to the European Union can be admitted by the General Assembly as Associate Members. A resignation of a member takes place by a written declaration of the member to the Executive Committee.

Beside Member institutions and Associated Member institutions, in this constitution referred to as Members, the General Assembly can co-opt individual persons as Honorary Members with a right to vote. As a rule these Honorary Members will be persons of high importance to EFNIL, whose experience and advice is considered important, such as ex-representatives of Member Institutions, esp. persons who have had a long-term experience within the Executive Committee of EFNIL or as co-ordinators of working parties, as well as persons with a particular expertise which is considered crucial for the mission of EFNIL. These Honorary Members will have the same rights as the representatives of Members, including the right to vote and the right to be nominated and to run as candidates for functions within the Executive Committee.

Honorary Members can be co-opted on a well-motivated proposal from the Executive Committee or of at least 10 Members. As a basic condition for co-optation, the regular member institution or institutions of the country to which a candidate belongs, should express its/their prior consent.

## ***Article 6***

The organisational bodies of EFNIL are as follows:

- The General Assembly of the Members
- The Executive Committee
- The Secretariat

## ***Article 7***

The General Assembly

7.1 The General Assembly of the Members consists of representatives of the language institutions of the EU States: up to two representatives from each Member State, each with a right to vote and of individual honorary members co-opted by the General Assembly, also with a right to vote.

If a country does not have a central or nationally supported language institution, it may be represented by two representatives from relevant academic fields. In order to meet particular needs or circumstances more delegates can be added with the status of observers without a right to vote.

7.2 A language institution of a European State which is not a member of the EU can be accepted by the General Assembly as Associate Member. The country in question is represented by one member with the right to vote. International collaborative bodies can be admitted as Associate Members without a right to vote.

7.3 The General Assembly advises and decides on important matters relating to EFNIL and its activities. It elects from the representatives of the member institutions and from honorary members a President, a Deputy President, a Secretary General, and up to four other members of the Executive Committee for a three-year term of office.

It decides on membership fees and other contributions, establishes the text of the Constitution, accepts or rejects candidate Members, establishes the work programme, action lines and projects, approves the financial budget, balance sheets and all other financial accounts.

It is called by the President to convene at least once a year, usually in connection with a thematically designated conference. All Members must receive at least four weeks' advance notice of a General Assembly. With the exception of changes to the constitution and a dissolution of EFNIL (see Art. 14), General Assembly decisions are based on a simple majority of the votes of the delegates. Decisions are communicated to all members by e-mail as part of the minutes for a final check and acceptance. The minutes of the Assembly are also published on the website of EFNIL, with access restricted only to members.

### ***Article 8***

#### The Executive Committee

The day-to-day affairs of the Federation are managed by the Executive Committee. The Executive Committee consists of the President, the Deputy President, the General Secretary, and up to four additional members who are elected for terms of three years by the General Assembly. The Executive Committee meets as required. Decisions are based on a simple majority of votes of the Committee members. In the case of a tie, the President's vote counts as two votes.

The Executive Committee reports to the General Assembly, submits an annual report on the Federation's activities, a work programme, a financial budget and a financial account.

### ***Article 9***

#### The Secretariat

The Secretariat of the Federation supports the Executive Committee. The duties of the Secretariat include coordinating the activities of the Executive Committee, handling correspondence, and administering the finances of the Federation.

The Secretariat reports regularly to the Executive Committee and at least once a year to the General Assembly. It is responsible for the preparation of documents such as the work report and work programme, the financial budget, accounts and balance sheet on behalf of the Executive Committee. The General Secretary directs the Secretariat.

If necessary or preferable the Executive Committee can delegate administrative and/or financial tasks to other member institutions that will act under the supervision of the General Secretary and under the co-ordination of the Secretariat. If this delegation concerns financial administration and payments, the Executive Committee may appoint a representative of the delegated institution as Treasurer of EFNIL, even if this person has not been elected as a member of the Executive Committee. In the latter case, the Treasurer will attend the meetings of the Executive Committee and have an advisory function, without the right to vote.

### ***Article 10***

#### Working parties

The representatives of the Members of EFNIL can propose the establishment of working parties. The Executive Committee accepts, refuses or modifies the proposals.

The coordinator of each working party prepares an annual schedule of the activities of the group and draws up a written report on them for the Executive Committee.

### ***Article 11***

#### Membership fees

The annual membership fee for each Member is 3000 EUR. It can be shared between two institutions if two representatives of a country come from different institutions. The annual membership fee for each Associate Member is 1500 EUR. Changes of the membership fees must be decided by the General Assembly.

### ***Article 12***

#### Financial year and annual account

The financial year runs from 1 July to 30 June of the following year. This can be changed to a calendar year by the General Assembly. The annual account with the annual balance is checked by an independent auditor and two representatives elected by the General Assembly before it is presented to the General Assembly.

### ***Article 13***

#### Amendments and Implementation

Only the General Assembly is entitled to modify or review the text of the constitution. Modifications shall be approved by at least two thirds of the countries represented by member institutions. The Executive Committee can submit proposals for modification and review to the General Assembly.

### ***Article 14***

#### Dissolution

The Federation may be dissolved by the General Assembly with a two-thirds majority of the countries represented by member institutions. The General Assembly sets the practical details of the dissolution. As a general rule all financial assets of the Federation will be divided among the Members, unless the Assembly decides otherwise. Debts and all other financial obligations are also divided among the Members.

### ***Article 15***

The present constitution replaces the previous constitution of EFNIL.

(A list of the member institutions of EFNIL is attached.)  
(Accepted by the General Assembly by online voting on 5 October 2021.)

Sabine Kirchmeier  
President

Tamás Váradi  
General Secretary