

BYLAW FOR POLAND 2.0

1. Preambulatory

- i. The following document is the official, formal and only bylaw for *Poland 2.0*, known also as *the Poland 2.0 Summit*.
- ii. This document acknowledges the formation of this organization, whose inception occurred on the 21st of May 2015 when the, then-governing, Project Leaders Kacper Żyłka and Filip Karasiewicz aided by the, then-acting, President of the Federation of Polish Student Societies in the UK, Marta Tondera decided to rebrand the *Education Employability Empowerment summit*, which has been bestowed upon Imperial College Polish Society, having won the competition to become new hosts.

2. Name

- i. The organization shall be known as *Poland 2.0* or *the Poland 2.0 Summit*, hereafter referred to as 'PL2.0'.

3. Statement of Intent

- i. PL2.0's primary objective is organization of an annual conference hosted at Imperial College London, aiming to tackle the relevant topics such as, but not limited to:
 - a. Innovation,
 - b. Technology,
 - c. Role of Republic of Poland in the era of technology revolution.
- ii. The aforementioned conference shall always be held in English, with Polish being an optional device used at the discretion of the Project Leader, should it be used to accommodate a Speaker or a Guest.
- iii. The exact topics of the conference are to be chosen at sole discretion of the Project Leader, consulted by the Executive Board and the Strategic Partner(s).
- iv. PL2.0 shall pursue other projects/ventures if deemed appropriate, consulted and agreed upon by simple majority vote with quorum of the Executive Board.

4. Governance

- i. PL2.0 is an independent conference officially started on the 21st of May 2015. Although it has been conceived upon receiving a nomination to host an iteration of another conference, all its resources have been obtained and produced under the new name and brand, thus any bindings the previous conference had are null and void.
- ii. Only the Executive Board has the right to make executive decisions on the conference, which do not entail organizational issues, but rather further reaching pronouncements such as, but not limited to:
 - a. Rebranding;
 - b. Changes to the Bylaw;

- c. Changes to the organizational structure;
- d. Taking up or abandoning any projects/ventures developed under PL2.0's name.

5. Membership

- i. The organizational hierarchy of PL2.0 is divided into two parts: the Committee and the Executive Board.
 - a. The Committee consists of the operating members of the organization whose roles entail carrying out various organizational aspects of the conference throughout the year. An individual can only hold one position, but can serve at the Committee more than once. It is the Project Leader's duty to define the roles of the Committee and recruit members on an annual basis by publicly open recruitment via platforms such as, but not limited to, Facebook, Twitter, LinkedIn;
 - b. The Executive Board consists of the past Project Leaders of PL2.0 as Advisors and the current Project Leader of the conference. After the Project Leader's term has come to an end, they can remain involved as an Advisor for however long they wish, should the Advisors unanimously extend the Project Leader's period of involvement.
- ii. The Executive Board and their decisions take precedence over those of the Committee, but only the Project Leader has the direct power to assign tasks and demand their execution from the Committee. Capacity of the Executive Board is to aid the Committee, share their experience, provide guidelines and advice, as well as relieve the members of the Committee of some duties, should that be necessary as deemed by the Executive Board.
- iii. The Project Leader is elected annually by the Executive Board from the pool of the Committee of the current or past conferences only. The election is binding and requires no further authorization other than the Executive Board's.
- iv. The Project Leader has the right and obligation to remove and replace any member of the Committee should they deem that individual inadequate for their job or a liability to PL2.0 at any capacity. Such action is entirely at the Project Leader's discretion, however a position cannot remain vacant for more than 14 days. Merging existing positions to accommodate the vacancy is allowed by the Executive Board's simple majority vote.

6. Committee

- i. The Committee shall consist of members who partake in organizing the conference and/or aiding the organization in other projects/ventures. The job descriptions can vary annually and are to be provided by the Project Leader within 30 days of handing over the conference to them.
- ii. Although the number and the exact roles to be bestowed upon the Committee are at the Project Leader's discretion, fundamental functions are to be fulfilled, such as:
 - a. Finance Officer;
 - b. Sponsorship Officer;
 - c. Communications Officer;

- d. Logistics Officer;
 - e. Volunteer Officer;
 - f. Marketing Officer;
 - g. Programme Officer;
 - h. IT Officer;
 - i. Graphics Designer.
- iii. Failure to do so is a direct liability to the conference and the legacy of PL2.0, thus shall not be tolerated in any capacity.

7. General Meetings

- i. A general meeting can be called by the Project Leader, any of the members of the Executive Board or quorum of the Committee. The general meeting must be held within 14 days of the proposal.
- ii. At least 7 days' notice of a general meeting must be given to the attendees.
- iii. Only the Executive Board and the Committee can be present at the General Meetings. Third party individuals may not be present, excluding Sponsors, Strategic Partner(s) or specialists authorized by the Project Leader.
- iv. Quorum of the meeting shall be half of the Committee and/or at least one member of the Executive Board.
- v. Decision shall be reached by a simple majority of the full members present, should voting be deemed necessary by the member of the Executive Board present.

8. Annual General Meeting

- i. The AGM shall be held in the first week of March and its main business must entail:
 - a. The presentation of the report of activities, including financial activities, for the past year.
 - b. The election of the Project Leader for the next year, proceedings of which shall be decided by the Executive Board by supermajority of two-thirds.
 - c. The discussion of the future of the organization.
- ii. The AGM can be attended only by the members of the Executive Board and the current Committee, although the latter bear no voting rights for the election of the Project Leader.
- iii. An agenda giving notice of the AGM must be circulated to all involved parties at least ten days in advance.

9. Finance

- i. PL2.0's Project Leader shall elect an Officer responsible for overseeing the conference's finances.
- ii. The organization may receive grants or self-generated income, which shall be managed by the Finance Officer with guidance and counsel from the Executive Board member allocated.
- iii. The Finance Officer must record all transactions and be able to present the state of the budget in full transparency to a member of the Executive Board.

- iv. Only the Financial Officer and the Executive Board are allowed to use the gathered financial resources.
- v. All transactions over 250.00 GBP must be authorized by the Project Leader and an Advisor. All transactions under 250.00 GBP must be authorized by the Project Leader. Any transaction submitted by an Advisor require the authorization of the Project Leader, and vice-versa.
- vi. Failure to abide by 9.iii and/or 9.iv and/or 9.v shall be considered a direct liability to the conference and the legacy of PL2.0, thus shall not be tolerated in any capacity.
- vii. It is acknowledged that members of the Committee and the Executive Board may incur costs directly involved with the conference/organization (such as, but not limited to, travel expenses, representative expenses). After the conference budget has been closed, the surplus should be used at the discretion of the Executive Board to cover such expenses in a capacity determined by the Executive Board.
- viii. Any surplus in the budget, after covering the expenses of the Committee and the Executive Board, must be passed onto the Executive Board to be held deposited until the next conference's budget is open.

10. Intellectual Property

- i. Any property, such as, but not limited to, materials, documents, graphics and files produced by any of the members of the Committee for the purpose of the conference or the organization are under the Executive Board's governance and the members should claim no private ownership to it.
- ii. Any property may be shared with partners of the conference at the discretion of the Executive Board.

11. Health, Safety and Non-Discrimination

- i. PL 2.0 acknowledges its duty of care to its members and will abide by Imperial College Union's Health & Safety.
- ii. PL2.0 does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, clients, volunteers, subcontractors, vendors, and clients.
- iii. PL2.0 is an equal opportunity organization. It shall not discriminate and shall take affirmative action measures to ensure against discrimination in all its operations to every single member of the organization on the bases of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression.
- iv. PL2.0 has a strict no-tolerance policy and should any member be found guilty of aforementioned discrimination, they shall be removed from the organization permanently by any of the Executive Board members.

12. Outside Partnership

- i. PL2.0 may cooperate with third parties such as companies, non-profit organizations, NGOs, governments and any other kind of organization or individual;
- ii. Such cooperation is at the discretion of the Project Leader, although may be initiated by any member of the Committee and the Executive Board;
- iii. Termination of any partnership shall be decided by simple majority by the Executive Board;
- iv. It must be in best intention of every member of the Committee and the Executive Board to seek out partnerships and opportunities of cooperation based solely only on their relevance to PL2.0's mission and Statement of Intent (3.).

13. The Bylaw

- i. The Bylaw shall only be altered by consent of two-thirds majority of the Executive Board at an Annual General Meeting.
- ii. This Bylaw shall be binding on the organization's officers and members, and all other constitutions/bylaws/statements of intent are hereby revoked.
- iii. Any disputes on possible ambiguities or interpretations of the Bylaw shall be determined unanimously by the undersigned.
- iv. This Bylaw has been approved with accordance with 13.i above on the 5th of April 2016 by Martyna Piotrowska and Filip Karasiewicz.



Filip Karasiewicz
Executive Advisor



Martyna Piotrowska
Project Leader 2016