

## INTERNAL REGULATION

In the event of a contradiction between the internal regulations and the Statutes of the association, registered at the Chamber of Commerce in the Netherlands nr. 71672427, the law states the Statutes always apply. No over ruling by any General Assembly is possible and will be against the law.

### 1. Communication

All communications regarding Atibox will be in English as basic language unless otherwise is mentioned and/or decided.

### 2. Expenses Committee members

- a) As a standard, Presidium members do not get any annual reimbursement paid. Only in exceptional cases expenses can be paid to one or more individual committee members after it is authorized by a majority vote of the committee except in circumstances stated in 2b / c.
- b) The working Chairman has to attend two additional events, the WM IGP and WM FH. His / her expenses for both events will be paid in addition to 2(a) based on a declaration confirmed by invoices or other supporting documents as proof of costs. Travel costs paid by car will be at 0,20ct/km. Costs are to be controlled at a minimum level.
- c) If an Atibox committee member represents Atibox at event or conference, expenses or a set fee can be paid to that person as set out in 2a/b

### 3. Suspension of Committee members by their National Kennel club

If a committee member is suspended by their National Kennel club, he/she will automatically be suspended from their function in the committee at the same time until the matter is resolved by its National Kennel club. The Committee member is obliged to inform the committee.

### 4. Honouring individuals

1. The committee may honour individuals who have made an outstanding and exceptional contributions to the breed or the Atibox organization.
2. Member's countries may also propose an individual to the committee to be honoured by Atibox.

### 5. Correspondence

1. Correspondence to the Atibox Presidium will only be accepted if it is from a national club. Individual persons should direct their correspondence to their National Club for them to act upon. Atibox Presidium will not accept, reply or act upon any correspondence sent directly to it by an individual person except in very exceptional circumstances.
2. There will be only one point of contact for correspondence for the Atibox committee and that is at the e-mail address; [secretary@atibox.dog](mailto:secretary@atibox.dog)
3. Any correspondence sent to the committee will receive a response within 14 days from receipt.

### 6. Tasks of the President

1. The President promotes the representation of the interests of and the good course of affairs in the association.
2. Subject to the provisions of article 15 of the Statutes of the association, he directs the General Meetings and the meetings of the committee. He maintains the statutes and regulations of the association during the meetings and supervises this enforcement outside the meetings.
3. He / she determines the order of the agenda during the meeting, as long as the meeting itself does not take a decision on this.
4. He / she maintains order in the meetings.
5. In consultation with the committee, he /she authorizes the sending of important outgoing letters and confirms the accuracy of any minutes

### 7. Tasks of the Secretary

1. The secretary conducts the correspondence of the association acting within the protocols set for any correspondence received and consults with the President and committee as appropriate.
2. Schedules the presidium and committee meetings.

Internal regulations approved on the 8<sup>th</sup> of October 2021 at the General Assembly in Kecskemét, Hungary.

3. The secretary shall, subject to the provisions of Article 15 of the articles of association, make the minutes of the General Meetings and of the committee meetings.
4. He / she distributes the minutes of a committee meeting as soon as possible after a meeting in draft form to all committee members. Any agreed amendments are incorporated into the minutes and forwarded to the committee as an agreed true and accurate record of the committee meeting.
8. **Nomination of experts and commissions** the committee may nominate permanent or non-permanent expert and/or commissions who are entitled to assist the committee and to be present at the General Meeting.
9. **Atibox events & judges**  
Member countries at Atibox events are obliged to follow the regulations set out in the;  
- Show regulations - Judge regulations  
- Specifications for organizing World championships IGP and IFH (WM Pflichtenheft IGP / IFH) -  
When an Atibox event is awarded to a member country and confirmed by the General Assembly, the organizing country will enter into an agreement with ATIBOX to abide by the regulations.

#### 10. Budget

1. The Board shall annually submit to the General Meeting a budget of income and expenditure for adoption at such a time that this budget can be processed before the commencement of the relevant association year. or at the latest at the annual General Meeting to be held in that year.
2. The draft budget shall be sent to the members entitled to vote at least four weeks before the General Meeting whether or not by publication on the Atibox website. -
3. The board is not authorized to enter into obligations as a result of which the committed budget item - of which the relevant expenses must be charged - would be exceeded by more than ten per cent or the total financial result of the association year in question would therefore be less favourable. would then be provided for in the budget.
4. However, if the budget is not adopted for the commencement of the relevant association year, the board shall be entitled to enter into obligations - up to one twelfth part - of the relevant item of the draft budget during each month that fully or partially precedes that determination.

Internal regulations approved on the 31st of May 2024 at the General Assembly in Exloo, Holland