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EUROPEAN FEDERATION OF FOOD, AGRICULTURE AND TOURISM TRADE UNIONS

**Meeting of the EFFAT Executive Committee
BRUSSELS, 05 and 06 June 2019**

Agenda item 17: **EFFAT Youth / Young Adults**

A) Rules of procedure

Decision: The Executive Committee takes note of the reports and endorses the documents presented.

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EFFAT Youth Committee

DRAFT: Internal Rules of Procedure for EFFAT Youth Committee 5-7 February 2019, Sesimbra (Portugal)

Framework and objectives of EFFAT Youth Committee

The EFFAT Youth Committee is an integral part of EFFAT as it is laid down in the EFFAT Statutes. It is made up of youth representatives from EFFAT affiliates. It organises its activities within the framework of the EFFAT alongside EFFAT agenda.

Its main tasks are:

- **Organizing young workers:** Organizing young workers in a fragmented labour market represents one of the top priorities of EFFAT. In this regard, the members of the EFFAT Youth Committee regularly exchange example of good practices on organizing young workers and develop proposals and joint recommendations for the EFFAT member organizations
- **Promote Youth employment:** Fighting against youth unemployment through campaigns and the coordinated action of the EFFAT member organizations in order to influence governments, EU institutions and civil society and call for the establishment of active labour market policies as well as demand side measures such as youth employment-friendly growth policies.
- **Promotion of quality jobs:** Place youth employment related issues high on the EFFAT agenda and on the agendas of its member organisations; include it in collective bargaining negotiations at all levels and in the agendas of European Works Councils (EWCs). This means also striving to introduce youth-specific measures for fair, quality training and apprenticeship schemes and the replacement of ageing workers, as well as clauses that favour access to full-time, permanent and productive employment
- **Fostering role of youngster in trade union structures:** Secure the presence of young trade union leaders in the trade union decision-making structures with a view to securing international trade union cooperation and ensuring successful succession planning.
- **Improving the image and attractiveness of trade unions:** Correct the traditional image and perception of trade unions held by young workers and society also through a better use of the press and social media tools.
- to adopt positions on matters affecting young people at work and in their living conditions;
- **Organising seminars, conferences, study sessions, training and campaigns** where appropriate, for the delegates and youth representatives of its member organisations;
- **Developing action programs and co-ordinate** the activities on the basis of these action programs also in collaboration with other European trade unions federations, ETUC and IUF youth structures.
- **Contributing and monitoring** the youth initiatives at the European level
- **Supporting the work of the youth structure** of EFFAT affiliated organizations and encourage those with no youth structures and activities to establish them.



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Operation of EFFAT Youth

The operation and activities of EFFAT Youth are defined by:

- the EFFAT Youth Committee, which meets at least once a year;
- Bureau which is composed of 6 elected members.

The operating methods are set out below.

EFFAT Youth Committee (YC)

The EFFAT Youth Committee meets at least once a year. Each EFFAT member organisation may nominate 1 full member to attend the meetings. Members must be 35 years old or less at the day of the meeting. Members over 35 are not eligible. Members should be nominated by submitting an appointment letter signed by the General Secretary or the responsible person of the respective organisation to the EFFAT - Youth Secretariat.

Other youth representatives of EFFAT are welcome to attend the meetings with speaking but no voting rights.

The purpose of the YC is to share perspectives on issues raised, EFFAT policies and to share ideas and best practice from their affiliates. The views and feedback from the YC will also help to shape the work of the Bureau and its members. Bureau will make decisions, by a simple majority vote, where necessary.

Voting in the YC is done by mandate. Each organization has one mandate. The transfer of mandates to other organizations is allowed.

The YC is only competent to take decisions if, at least 50% of EFFAT membership is represented by the YC at the voting.

In case of urgent matters a written consultation and voting can take place following the rules of procedure of the EFFAT Executive Committee.

The ETUC Youth Secretariat is a permanent invitee of the EFFAT YC meetings.

5 youth members per EFFAT regional area can be delegates attending the EFFAT congress.

Bureau of the YC

A President, 2 Vice-presidents and 3 additional elected members from each region of the YC make up the Bureau. All Bureau members are elected by the YC. The distribution of seats has to consider gender, regional areas (north, central, south) and the three sectors.

Bureau members represent the EFFAT YC at external events, conferences, Social Dialogue negotiations and other events and structures within the scope of the EU.

The Bureau works as a team in close co-operation with the EFFAT Secretariat and Youth Officer. It plays a specific role within the YC in developing and implementing Committee policies.

In particular it:



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- helps prepare and follow-up the work of the YC;
- represents the YC in EFFAT Committees and working groups;
- prepares and participates in seminars and other training activities organised by the YC;
- represents the EFFAT YC in external meetings where required;
- reports back to the YC meetings on work and progress to date.
- Has the right to sit at each EFFAT executive committee

The Bureau may appoint experts on a temporary basis to assist it in its work.

It meets at least twice a year, before the meetings of the YC and maintains regular contact throughout the year, and can meet as and when required at other times.

The President

- is elected by the YC
- chairs the meetings of the YC and of the Bureau;
- discusses the tasks and responsibilities of the Bureau members;
- represents the YC in various external youth organisations and institutions;
- is a member of the Executive Committee and meets with the EFFAT Secretariat when needed.
- Is a member of the EFFAT steering committee

The Vice-Presidents

- The vice presidents are elected by the YC
- They are also members of the EFFAT Executive Committee jointly with the president of YC and they replace him/her when she/ he is not available.
- They share his/her responsibilities until the next meeting of the YC where a new President will be elected, if the President resigns before the end of his/her mandate

Procedures for election

The members of the Bureau are appointed for a period of 2,5 years, after the YC meeting in which they have been elected. If a Bureau member resigns before the end of the mandate, the seat remains vacant until the next YC meeting, where a new member from the same regional area can be elected (north, central or south) and will hold the position for a full 2,5 years mandate.

At least 60 days before the YC meeting when elections take place, the EFFAT Youth Secretariat sends invitations to YC delegates to submit candidacies. Candidates must submit to the EFFAT Youth secretariat their CV, support letter from their organisation and cover letter at least 30 days before the meeting. Candidates for the Bureau must be full members of the YC.

Bureau candidates must be less than 33 years old when elected, so as to ensure that the age limit of 35 years is respected and must be present at the elections in order to be eligible. If for unpredicted and extraordinary reasons a candidate cannot be present, he/she can be elected at the following YC meeting and the seat will remain vacant until then.



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If two or more candidates from the same regional area obtain the same number of votes, a second ballot is held. If this ballot fails to break up the equal votes, then the youngest candidate is considered elected.

Secretariat

The youth secretariat shall support both the YC and the Bureau. Duties shall include calling the meetings (agenda and invitation) and providing documents, reports and conclusions of the meetings.

The youth secretariat shall have the duty and responsibility to take day-to-day decisions, as and when necessary, in between meetings of the YC in cooperation with the President and Bureau.

The Bureau sets the agenda in consultation with the Youth secretariat

Expenses

Travel and accommodation expenses for the YC meetings must be covered by the affiliates participating.

Travel and accommodation expenses of member of the Bureau from CEE/SEE are to be covered by the EFFAT Solidarity Fund.