

Ä7 to I2: Internal Rules of Procedure

Proposers

Executive committee

Motion text

Insert from line 264 to 266:

- prepares the financial report to the EC and the GAs based on the information delivered from the office, including an analysis of the budget report based on Gender (Gender Budgeting) & the list of MO fee paid by each Member Organisation (see Article 5.2). Between GAs the treasurer keeps the EC aware of FYEG's current and future financial situation with regular

From line 268 to 291:

~~The reports presented to the EC shall include:~~

- prepares a budget plan for the GA at the end of their mandate, outlining the next year
- ~~1. report on incomes — explanation of present incomes sheet and plan for the coming months;~~
- has regular meetings with the office during their mandate to check the budget
- ~~2. report on expenses — has to be easily understandable, presented according to budget lines, updated with all expenses to a set date, has to include known expenses to come and~~
- checks a report of all financial transactions every two months, which is to be prepared by the office, and confirms - through e-mail or a live meeting - all payments to be in line with FYEG's budget and financing practices
- ~~3. Liquidity report~~

The mandate of the treasurer is further stated in the internal delegation order of the FYEG, adopted by the EC on an annual basis.

~~4. Projects and contractual obligations report.~~

~~The reports presented to the GA shall include:~~

- ~~1. the budget sheets showing final amounts for each budget line;~~
 - ~~2. a description of the different budget lines;~~
 - ~~3. an analysis of the budget report based on Gender (Gender Budgeting);~~
 - ~~4. the list of MO fees paid by each Member Organisation (see Article 5.2)~~
- ~~• prepares a budget proposal for the GA at the end of their mandate, outlining the next year~~
 - ~~• assists with the financial part of the FYEG funding applications and helps other bodies within the organisation whenever they are creating budgets~~
 - ~~• visits the office at least three times during their mandate to check the budget~~
 - ~~• together with the Sec-Gen, is responsible for providing FYEG's financial partners with yearly reports~~
 - ~~• checks a report of all financial transactions every two months which is to be prepared by office and confirms – through e-mail or a live meeting – all payments to be in line with FYEG's budget and financing practices.~~

Reason

Clarifications in order to better describe how the treasurer mandate actually works in practice.