



Constitution_USC

Universal Sustainability Club (USC)

Chapter I: Identity, Vision & Mission

Art. 1 – Name and Nature

The Universal Sustainability Club (USC) is a non-governmental, non-political, nonprofit, youth-led organization dedicated to advancing sustainability, environmental stewardship, and social responsibility.

Art. 2 – Vision

To build a world where young people lead transformative efforts to protect the planet, empower communities, and ensure a sustainable future for all.

Art. 3 – Mission

- To educate and empower the youth about sustainability principles.
- To promote environmental justice, climate awareness, and responsible resource use.
- To implement community-based sustainability projects.
- To foster collaboration among students, institutions, and global sustainability networks.

Art. 4 – Slogan

“Sustain Today, Secure Tomorrow.”

Chapter II: Purpose and Objectives

Art. 5 – Purpose

The USC exists to promote sustainability awareness, environmental protection, and youth participation in climate-related initiatives.

Art. 6 – Objectives

- Represent youth interests on sustainability matters.
- Promote environmental education and awareness.

- Encourage intercultural and interdisciplinary collaboration.
- Organize sustainability-focused activities, workshops, and conferences.
- Support students' integration into environmental advocacy networks.
- Provide guidance on sustainable living, climate action, and environmental policies.
- Develop partnerships with local, national, and international organizations.
- Promote equality, diversity, and non-discrimination.

Chapter II – Membership

Art. 7 – Categories of Members

1. **Permanent Members** – individuals who established USC. These members remain in office unless they resign. They are exempt from monthly dues and the one-time registration fee.
2. **Active Members** – members who accept the Constitution and pay the membership fee. Membership dues shouldn't exceed 1 euro per month. Each country chapter makes the final decision. A one-time registration fee of 2 euros is paid to become an active member. The Board of Governors may waive the one-time registration fee for some members due to promotions, agreements, or other reasons. All active members will receive certificates upon completing projects, activities, and registration.
3. **Honorary Members** – individuals or institutions supporting USC's mission. The Board of Directors decides on these. These are also exempt from membership dues and one-time registration dues.

Art. 8 – Membership Criteria

Membership is open to all youth who:

- Support sustainability principles.
- Adhere to the Constitution.
- Complete the registration process.
- Between the ages of 16 and 40.

Art. 9 – Rights of Members

- Participate and vote in the General Assembly.
- Be elected to leadership positions.
- Take part in USC activities, workshops and conferences
- Propose initiatives aligned with the objectives of the organization.
- Withdraw freely by submitting a letter of resignation to the Secretary General.

Art. 10 – Duties of Members

- Respect the Constitution and decisions of USC.
- Contribute to sustainability objectives.
- Avoid actions that harm USC's image.
- Pay membership fees.

Art. 11 – Probationary Period

New members shall undergo a three-month probationary period, during which:

- They will participate in all activities.
- They will undergo a training program
- Their membership is confirmed or denied by the Governing Board after the probation period.

Art. 12 – Loss of Membership

Membership may be lost through resignation, exclusion, or graduation.

Chapter III – Governing Bodies

Art. 13 – Governing Bodies

1. **Board of Directors** – for urgent and high-level matters in the organization. They are the first to be called upon in matters of the organization's overall welfare. They are basically the three highest-ranking members of the executive committee.
2. **Executive Committee** – executive and administrative body. This committee runs the organization's day-to-day affairs. This committee comprises the seven executive members.

3. **General Assembly (GA)** – the decision-making body. This includes all members and the executive committee.
4. **Project Committee** – responsible for all projects of the organization. Depending on the number of projects, a project head is selected for each mini project to oversee it. The project committee consists of all project heads and their assistants.

1. Board of Directors (BD)

Art. 14 – Role

The Board of Directors oversees all USC operations and chapter activities.

Art. 15 – Composition of Board of Directors

- President
- Vice-President
- Secretary General

Art. 16 – Responsibilities

- Implement GA decisions.
- Represent USC nationally and internationally.
- Manage daily activities.
- Oversee projects, finances, and partnerships.
- Admit or propose exclusion of members.

2. Executive Committee

Art. 17 – Composition

- President
- Vice-President
- Secretary General
- Organizing Secretary
- Communication Director

- Project Coordinator
- Treasurer

Art. 18 – Responsibilities

- Handle urgent matters.
- Implement Board of Directors and General Assembly decisions.
- Review financial reports.
- Recommend actions to the Board of Directors

3. General Assembly (GA)

Art. 19 – Decision- making body

The General Assembly is USC's decision-making body. It comprises the entire membership, including the executive committee.

Art. 20 – Responsibilities

- Approve annual strategy, budget, and reports.
- Elect/dismiss the positions on the executive committee that are eligible.
- Amend the Constitution.
- Approve partnerships.
- Decide on dissolution.

4. Project Committee (PC)

Art. 21- Operational activities

The project committee consists of the project coordinator, who serves as the head of the committee, and the various project heads, together with their assistants. The project committee is the backbone of the organization.

Art.-22 Responsibilities

- Project Planning & Design

- Project Coordination
- Implementation & Execution
- Monitoring & Evaluation (M&E)
- Reporting & Documentation
- Budget & Resource Management
- Partnership & Community Engagement
- Innovation & Sustainability

Art. 23– Quorum

A quorum shall consist of **51% of all active members**.

Chapter IV – Executive Functions

Art. 24 – Executive Positions and Their Functions

President

- Provide leadership and strategic direction.
- Preside over meetings.
- Represent USC.
- Oversee major projects.
- Coordinate officers.
- Ensure compliance with the Constitution.

Vice-President

- Assist the President.
- Lead special initiatives.
- Coordinate committees.
- Represent USC when needed.
- Mentor members

Secretary General

- Manage administrative functions.
- Keep minutes and records.
- Prepare agendas.
- Handle official communication.

Organizing Secretary

- Plan and execute events.
- Manage logistics.
- Coordinate venues, speakers, and materials.

Communication Director

- Manage communication strategy.
- Handle social media and publicity.
- Ensure consistent messaging.

Project Coordinator

- Oversee sustainability projects.
- Manage timelines, budgets, and teams.

Treasurer

- Manage finances.
- Prepare quarterly financial statements.
- Handle dues and transactions.

Chapter V – Elections

Art. 25 – Nomination Process

Nominations must be submitted in writing.

- Supported by two active members.

- Submitted at least **30 days** before elections.

Art. 26 – Voting Method

Voting shall be through an anonymous form.

Art. 27 – Eligibility

Candidates must:

- Be active members.
- Have paid dues.
- Not be under disciplinary action.
- Be between the ages of 16 and 40 years.

Chapter VI – Meetings

Art. 28 – Regular Meetings

USC shall hold:

- Monthly general meetings.
- Other meetings as proposed by the executive committee
- Bi-monthly project meetings.

Art. 29 – Special Meetings

Special meetings may be called by:

- The President
- The Board of Directors
- One-third of active members

Chapter VII – Finances

Art. 30 – Financial Year

The financial year runs from **January 1 to December 31**.

Art. 31 – Budget Approval

The General Assembly must approve the annual budget.

Art. 32 – Financial Reporting

The Treasurer shall prepare:

- Quarterly financial statements
- Annual financial report

Chapter VII – Amendments

Art. 33 – Amendment Procedure

Amendments require:

- A **two-thirds (2/3)** majority vote.
- Written notice at least **30 days** before the vote.