STATUTE OF

“CITIZENS' ASSOCIATION ASSOCIATION FOR ARTIFICIAL INTELLIGENCE, ROBOTICS, INFORMATION AND COMMUNICATION TECHNOLOGIES ICT-ACT”

-consolidated text of 29.06.2026

(Remark. The text is translated with AI. The only legally binding document is the Statute in Macedonian)

1. Basic provisions

1.1. Mission and objectives

1.1.1 The mission of the Association is to support the development of artificial intelligence, robotics, information and communication technologies and related digital technologies in the Republic of North Macedonia, the Balkan region and more broadly, especially in the field of education, research and the application of innovative technologies.

1.1.2 The strategic objectives of the Association are:

1. Promoting and supporting scientific research work in the field of informatics, information and communication technologies, artificial intelligence, robotics and related disciplines;
2. Encouraging the development and application of information and communication technologies, artificial intelligence and robotics for the development of a digital, innovative and information society;
3. Developing cooperation among the academic community, industry, the public sector, educational and research institutions;
4. Supporting educational, scientific, innovative, technological and development initiatives and projects;
5. Advancing professional expertise, professional development, knowledge transfer and international cooperation.

1.1.3 This Statute regulates the scope of work, the organization and operation of the Association, that is, it shapes the rules and activities of the Association, the competences and modes of functioning of the organs and forms of participation, its organs and bodies, the general acts and the procedure for their adoption, the manner and procedure for admission, registration and deletion of members of the Association, the financing of the Association and other matters.

1.2. Name

1.2.1 The name of the Association in Macedonia is: „Здружение на граѓани асоцијација за вештачка интелигенција, роботика, информатички и комуникациски Технологии ИКТ-АКТ Скопје“, with the abbreviated

name „Асоцијација ИКТ-АКТ Скопје“.

1.2.2 The English name of the Association is: “Association for Artificial Intelligence, Robotics, Information and Communication Technologies ICT-ACT”, and the short name in English is: “ICT-ACT Association”.

1.2.3 The Association has the status of a citizens' association.

1.3. Registered seat and seal

1.3.1 The registered seat of the Association is at the address “Faculty of Computer Science and Engineering, Rugjer Boshkovikj 16, 1000 Skopje”

1.3.2 The Association has a seal and a stamp.

1.3.3 The Association, on the basis of a decision of the Assembly of the Association, may be a member of international organizations and other legal associations and associations in the country and abroad.

2. Subject of operation

2.1. Tasks

2.1.1 The Association, for the purpose of achieving its objectives, in particular carries out the following activities::

1) Organizing scientific conferences, professional gatherings, seminars, workshops, summer schools and other events in the fields of information and communication technologies, artificial intelligence, robotics and related disciplines;
2) Organizing professional and scientific lectures, presentations, trainings and educational activities with the participation of domestic and foreign experts;
3) Initiating, organizing and implementing scientific-research, development, innovative and applied projects;
4) Supporting activities related to higher education, professional education, lifelong learning and personnel development;
5) Active cooperation with industry, the public sector, educational and research institutions through the development and implementation of projects, professional expertise, technical assistance, application of artificial intelligence, robotics, digital technologies and advisory activities;
6) Proposing, preparing and participating in domestic and international scientific-research, educational, technological and development programmes and projects;
7) Organizing public forums, public debates, expert discussions, analyses and initiatives in the areas of activity of the Association;
8) Publishing scientific, professional and popular journals, manuals, studies, reports, digital content and other publications.

3. Members and membership

3.1. Members of the Association

3.1.1 Members of the Association may be natural persons whose professional, scientific, educational, research, innovative or expert interests are related to the development and application of informatics, information and communication

technologies, artificial intelligence, robotics and related fields.

3.1.2 Members of the Association may be persons from the academic community, research institutions, industry, the public sector and other relevant fields, both domestic and foreign nationals, who accept the objectives, values and acts of the Association and actively contribute or have an interest in contributing to its work.

3.2. Membership

3.2.1 The Management Board of the Association is responsible for matters related to the admission of new members, maintenance of membership and termination of membership.

Admission of new members

3.2.2 The Assembly confirms the admission of new members of the Association, upon proposal of the Management Board.

3.2.3 In order to be admitted to the Association and to maintain membership in the Association, each member must have a good reputation in society and that reputation must be acceptable to the Association.

3.2.4 Candidates shall send their applications for accession to the Management Board, which accepts or rejects such applications at its next meeting. All those who have applied and whose membership in the Association has been approved shall be notified in writing of the decision of the Management Board.

3.2.5 When deciding on new members, the Management Board applies the discretionary principle: it does not explain negative decisions.

3.2.6 The Membership Committee sends its proposals to the MB for approval. This approval is carried out by the MB during regularly convened sessions or by voting by electronic mail. On an annual basis, the Assembly shall publicly confirm or publicly reject the members who have been approved or rejected by the MB. Before voting by the Assembly, the MB always acts on behalf of the Assembly in relation to new membership. If there are no publicly expressed objections by any member of the Assembly, the proposals of the Membership Committee and of the MB shall be deemed valid.

3.2.7 When new members are accepted by the MB, an invoice for the membership fee shall be sent to them, which shall be paid within 15 (fifteen) days of receipt of the invoice.

3.2.8 Members shall be deemed not to have a “good reputation” if they do not pay the membership fee in a timely manner. The Coordinator is responsible for sending information on any delays in payment to the member who is late.

3.2.9 The Membership Committee is authorized to perform its duties in relation to the conditions for admission and the classification of members.

3.2.10 Members shall receive a certificate of membership and membership cards.

Honorary members

3.2.11 The Association may have honorary members. Honorary members may be

persons who have brought a high rating to the Association or have been meritorious for their exceptional business activities with respect to the Association. Honorary members have the right to use the expression “Honorary Members”. Honorary members shall be elected by a majority vote of the Assembly and, with the status of Honorary Members, shall not be authorized to perform elected functions in the Association.

Exclusion of members

3.2.12 Except in the case of Articles 3.3.3 and 5.1.3, the Association may exclude a member for improper conduct, or a member whose continued membership is considered harmful to the Association, by a two-thirds majority of the Management Board.

3.3. Termination of membership

3.3.1 Membership in the Association may terminate if the member: (a) submits a written request for termination of membership; (b) is excluded from the Association.

3.3.2 Members may resign from their membership by giving written notice to the Coordinator. This must be done no later than one month before the membership fee becomes due for payment; otherwise, they shall also be liable for the membership fee for the next membership-fee payment period.

3.3.3 Any member may be excluded from the Association if:

1) the member does not observe and does not fulfill the obligations arising from the Statute, decisions and conclusions of the Association;
2) the member acts contrary to the interests of the Association.

3.3.4 The manner of excluding a member of the Association is stated in the section Exclusion of members.

3.4. Rights, obligations and responsibilities

3.4.1 The members of the Association have the following rights, obligations and responsibilities:

1) Active and passive voting rights in the organs of the Association;
2) Submitting proposals for the development of projects;
3) The right to use the services provided by the Association;
4) The right to be informed about various matters in the field of the Association;
5) Participating in projects within the Association and outside it;
6) Participating in securing funds necessary for the work of the Association;
7) Regular payment of the membership fee.

4. Organs and bodies of the Association

4.1 The organs of the Association are:

1. Assembly;

2. Management Board;
3. Supervisory Board;
4. President of the Association;
5. Vice-President/Coordinator of the Association.

4.2 Assembly of the Association

4.2.1 The Assembly is the highest organ of the Association and consists of all members of the Association. The Assembly of the Association works in sessions.

Standard convening of a session

4.2.2 A regular annual session of the Assembly is held once a year. Other sessions of the Assembly may be held if there is a need for that.

4.2.3 A session of the Assembly is held at the request of the President of the Association or upon a written request submitted to the Coordinator of the Association by at least 10 regular members or their representatives.

4.2.4 The members of the Assembly are notified of the scheduled session of the Assembly in writing using post, telefax or electronic mail at least 21 calendar days before the day of its holding, and in urgent cases also within a shorter period, but not shorter than three days.

4.2.5 If the President of the Association does not convene a session of the Assembly following a duly submitted request in accordance with this Statute, the Management Board may convene the session of the Assembly within 15 days from the day of receipt of the request. At a session convened in this manner, discussion and decision-making may take place only on the matters for which the session was convened, unless the Assembly decides otherwise by a majority vote.

Convening of a session by members of the Association

4.2.6 In the event of a written request for convening a session of the Assembly by the majority of the members of the Management Board, and the President does not convene the Assembly within 15 days from the day of receipt of the request at the registered seat of the Association, the majority of the members of the Management Board are authorized to convene the Assembly. The time, place and purposes of such a session shall be determined according to the procedure described in Article 4.2.4 of this Statute. At any such session no matters shall be considered other than those stated in the request and the agenda, whereby the members may discuss other matters without voting.

Conducting a session

4.2.7 Each member has the right to one vote in voting in the Assembly if he or she actively participates in the work of the Association and is physically present in the Republic of North Macedonia for at least six (6) months during the calendar year, in accordance with the records of the activities of the Association.

4.2.8 Sessions of the Assembly may be held with physical presence, electronically or in a combined form. Electronic participation and voting have the same validity as physical presence and voting, provided that appropriate identification of the

member and a record of the vote cast are ensured. A quorum of the Assembly shall be deemed to exist if the majority of the members of the Association with the right to vote are present at the session of the Assembly. Unless otherwise determined herein, decisions of the Assembly are adopted by a majority vote of the members present. The Chairperson of the Assembly shall have the casting vote if there is an equal division of votes. Voting shall be public, provided that voting for the election or dismissal of a member of the Management Board shall be by written secret ballot. Presence does not have to be physical; it may be achieved electronically. Voting may also be electronic.

4.2.9 The time, place and agenda of the session of the Assembly are proposed by the Management Board and adopted by the Assembly. When adopting the agenda at the session of the Assembly itself, the members of the Assembly may propose amendments and additions to the agenda and the same may be adopted by the majority of the present and represented members at the session.

4.2.10 The Assembly:

1) adopts the Statute of the Association;
2) adopts the annual programme of work of the Association
3) adopts the Rules of Procedure for the work of the Assembly;
4) elects the Management Board, the Supervisory Board and the President of the Association;
5) adopts the report on the work of the Management and Supervisory Boards;
6) adopts the report on the work of the professional services;
7) controls and directs the work of the Management Board;
8) considers and adopts the report on the work of: the Management Board, the Supervisory Board;
9) dismisses the Management Board, the Supervisory Board and the President of the Association if it establishes that they violate the Constitution, laws and other regulations, the Statute and other acts of the Association;
10) considers the final account of the Association;
11) determines the base and rate of the membership fee in the Association upon proposal of the Management Board;
12) determines the financial plan of the Association;
13) Performs other work determined by the Statute or a general act of the Association.

4.2.11 The Assembly of the Association is chaired by the President of the Association. The President is elected by a majority vote of the Assembly, according to the given list of proposals.

4.2.12 For the performance of certain matters within its scope, the Assembly may establish permanent and temporary working bodies.

4.3. Management Board

4.3.1 The Management Board (hereinafter: MB) is the managing organ of the Association and an executive organ of the Assembly. The members of the Management Board are elected by the Assembly.

4.3.2 The MB consists of seven (7) members, namely: the President, the Vice-President/Coordinator and 5 other members.

4.3.3 The MB:

1) decides on the general management of the affairs of the Association;
2) appoints signatories to the accounts of the Association;
3) proposes new members of the Association to the Assembly;
4) establishes permanent and temporary commissions and bodies and appoints their members, according to the needs of the Management Board;
5) executes the acts of the Assembly of the Association;
6) cooperates with state institutions, as well as with associations and organizations;
7) cooperates with various associations of other states and international institutions;
8) upon proposal of the President of the Association, elects the Deputy President (Coordinator) of the Association;
9) controls the work of the Coordinator;
10) adopts the report on the work of the President of the Association;
11) manages the funds of the Association and submits a report;
12) proposes the final account;
13) gives a proposal on the amount of the membership fee;
14) decides on appeals against the decisions of the Commission for admission, registration and deletion of members of the Association;
15) adopts other documents provided for by this Statute and the other acts of the Association;
16) considers various issues and encourages the introduction of technical-technological improvements;
17) delegates representatives of the Association to various other associations, organizations and associations;
18) adopts Rules of Procedure for the work of the Management Board;
19) determines positions and represents the interests of members of the Association;
20) performs other work which under this Statute does not fall within the competence of another organ.

4.3.4 The MB is authorized to establish commissions and permanent and temporary working bodies necessary for the operation of the Association.

4.3.5 It submits a report on its work to the Assembly of the Association at least once a year.

4.3.6 The MB may give written proposals for discussion by the Assembly, which should be done no later than one working day before the session of the Assembly.

The MB shall hold sessions at least once quarterly. All sessions and other meetings shall be chaired by the President or, in his or her absence, by the persons provided for in 4.3.17 and/or 4.3.18. The President of the MB shall decide on the exact date, and the members shall receive a formal invitation. Each member may propose matters for consideration at the session of the MB.

4.3.7 The President, at least seven days in advance, shall send to each member an invitation to the session of the MB together with the time and place of the session as well as the proposed agenda. The subject of work of the MB is not limited to what is stated in the notice of the session.

4.3.8 The Management Board decides by a majority vote of the members present. A quorum for the work of the Management Board exists if at least four (4) members are present at the session. Voting may also be conducted electronically.

4.3.9 Sessions of the Management Board may be held at the premises of the Association, electronically or in a combined form. Electronic presence is considered full presence.

4.3.10 Sessions of the MB may be held at a time determined by the President or upon a submitted request to the President signed by at least one quarter of the members of the MB.

4.3.11 The MB is authorized to establish commissions that are necessary for the functioning of the Association and to determine their form and authorizations.

4.3.12 The MB shall be responsible for conducting the affairs of the Association. In that capacity, the MB shall have the authority to regulate the affairs of the Association and to inform the Assembly of the person elected to the function of Coordinator.

4.3.13 The term of office of each member of the MB shall be two years.

4.3.14 A person who actively participates in the work of the Association and is physically present in the Republic of North Macedonia for at least six (6) months during the calendar year may be elected as a member of the Management Board, for the purpose of ensuring operational availability, coordination and active participation in the work of the Association.

4.3.15 The President of the MB shall chair the sessions of the MB.

4.3.16 The Deputy President of the MB shall take over the obligations of the President if the President does not attend the meeting of the MB or is unable to perform his or her duties. If the President resigns, is recalled or is otherwise permanently unable to perform the presidential duties, the Deputy President shall replace the President and shall assume the presidential function and the President's obligations.

4.3.17 If the position of Deputy President becomes vacant due to the Deputy President assuming the presidency pursuant to 4.3.17 above or due to the resignation of the Deputy President, his or her function shall be filled by the then existing members of the MB by vote of the MB, and such appointment shall be confirmed at the first subsequent Assembly.

4.3.18 The Management Board, upon proposal of the President, may appoint from among its members a person responsible for the financial operations and financial coordination of the Association.
The person responsible for financial operations takes care of monitoring the financial operations, coordination with accounting, preparation of financial reports and implementation of the financial obligations of the Association, in accordance with the decisions of the Management Board and the law.

4.3.19 Members of the MB who do not attend the scheduled sessions of the MB must inform the Coordinator of the reason for their absence. If a member of the MB is absent from three consecutive meetings convened in the manner prescribed by this act without reason or for reasons assessed by the MB as inappropriate, the resignation of that member shall be deemed to have been given and accepted by the Association.

4.3.20 The MB shall provide a written or oral report on the work of the Association to the Assembly of the Association in February or March each year. In the case of an oral report, each member shall receive notice of the Assembly at which the oral report will be given at least 21 days before that Assembly is held.

4.4. Supervisory Board

4.4.1 The Supervisory Board (hereinafter: SB) has at least 3 members elected by the Assembly.

4.4.2 Decisions are adopted by a majority vote. Each member must declare his or her position on the relevant matters within the scope of work through physical presence or electronically. If the member does not express his or her position within the given deadline, his or her vote becomes invalid and a decision is adopted according to the position of the remaining members. In the case of opposing positions, the position of the President of the SB is decisive.

4.4.3 The SB works in sessions (or virtual discussions by electronic means) no later than one week after submitted requests. Sessions of the Supervisory Board are convened and chaired by the president of the Supervisory Board. The President is elected by the members of the SB by a majority of votes.

4.4.4 Members of the Supervisory Board are elected for a period of two years with the possibility of re-election.

4.4.5 The Supervisory Board:

1) performs control over the financial and material operations of the Association;
2) considers the final account of the Association and gives an opinion to the Assembly;
3) supervises the implementation of the Statute of the Association and other acts;
4) supervises the exercise of the rights and the fulfillment of the obligations of the members of the Association; and
5) other work assigned to it by the Assembly of the Association.

4.4.6 It submits a report on its work to the Assembly of the Association at least once a year.

4.5. President of the Association

4.5.1 The President of the Association is the President of the Management Board of the Association. He or she submits a report on his or her work to the Management Board at least once a year.

4.5.2 The term of office of the President lasts two years with the possibility of re-election. In the event that the term of office expires and the Assembly does not elect a new President, the existing President performs the function of President

until the next Assembly.

4.5.3 The President of the Association is elected by the Assembly of the Association from among the members of the Management Board.

4.5.4 The President of the Association:

1) Convenes the sessions of the Management Board and presides over them;
2) represents and acts on behalf of the Association;
3) implements the programme of the Association and takes care of its implementation;
4) signs and implements the conclusions of the Assembly and the organs of the Assembly;
5) proposes the Deputy President (Coordinator) of the Association;
6) participates in and organizes the work within the work of the Management Board;
7) is responsible for the legality of his or her work;
8) decides on current operating expenses and procurements up to an amount determined by decision of the Management Board, of which he or she is obliged to inform the Management Board at the first subsequent session.
9) Performs other work entrusted to him or her.

4.6. Vice-President/Coordinator of the Association

4.6.1 The Vice-President/Coordinator of the Association is elected by the Management Board of the Association upon proposal of the President of the Association.

4.6.2 The Vice-President/Coordinator of the Association is elected for a period of two years with the right to re-election.

The Coordinator:

1) assists the president and vice-presidents of the Association in performing their functions;
2) organizes the administrative activity of the Association;
3) organizes the implementation of the decisions of the Management Board of the Association;
4) performs other work entrusted to him or her by the President or by an act of the Association.
5) conducts correspondence with the members of the MB.

5. Financial structure

5.1. Financing of the Association

5.1.1 The Association secures funds for work from:

1) membership fees;
2) donations, grants, sponsorships, gifts and other voluntary contributions;
3) funds obtained through domestic and international programmes, funds and projects;
4) fees for professional services, expert opinions, trainings, research, analyses, studies and other activities that are in accordance with the objectives of the Association;
5) income from publications, conferences, educational activities, professional events and other permitted activities;

6) other income in accordance with the law.

5.1.2 The membership fee, charges and matters in relation thereto are prepared by the MB and regulated by the Assembly, and are reviewed annually.

5.1.3 Members are obliged to settle their obligations towards the Association in a timely manner. If the obligation of a member remains unpaid after maturity for a period of three months, by decision of the Assembly, the member may be excluded from the Association, with notice to all members.

5.1.4 The Management Board or an authorized person keeps financial and accounting records of the funds, revenues, expenditures, property and obligations of the Association, in accordance with the law.
Once a year, a financial report and final account are prepared and submitted to the Assembly for adoption.

5.1.5 Additional charges may be imposed on the members of the Association only with approval through a secret ballot of the Assembly by two-thirds of the votes entitled to vote.

5.1.6 The funds of the Association are managed by the Management Board, by decisions executed by authorized signatories, on the basis of this Statute and the law.

5.1.7 The funds of the Association are used exclusively for achieving the objectives and activities determined by the Statute and in accordance with the law.

6. Organization of the Association

6.1. General acts and procedure for their adoption

An initiative for the adoption, amendment or supplementation of a general act may be submitted by the President, the Management Board, the Supervisory Board or at least five (5) members of the Association.

General acts

6.1.1 General acts of the Association are:

1) Statute of the Association;
2) Rules of Procedure for the work of the organs of the Association;
3) Rulebooks, policies, procedures and other internal acts;
4) Decisions and other acts adopted by the organs of the Association;

6.1.2 The acts of the Association must be in accordance with the Constitution of the Republic of North Macedonia, the Law on Associations and Foundations, this Statute and other valid legal regulations.

6.1.3 The acts adopted by the Assembly may not be transferred to the competence of the other organs of the Association.

6.1.4 The Management Board adopts the general acts by a majority vote of the total number of members.

6.1.5 A procedure for the adoption, amendment or supplementation of a general act whose adoption

falls within the competence of the Management Board may be initiated by the Commissions of the Management Board or by any member of the Association. The procedure is initiated by submitting a proposal in written form. The Management Board is obliged to consider the proposal and adopt a decision thereon. A copy of this decision is delivered by the Management Board to the proposer.

Statute and its amendment and supplementation

6.1.6 The Statute is adopted by the Assembly of the Association by a majority vote of the total number of representatives.

6.1.7 An initiative for the adoption of the Statute, amendment and supplementation may be initiated by any member of the Association who submits it to the Management Board.

6.1.8 A proposal for the adoption of the Statute, and a proposal for its amendment and supplementation, is submitted by the Management Board to the Assembly of the Association. Before submitting this proposal, the Management Board delivers it to the services which are obliged to submit their remarks within 10 working days.

6.1.9 After the expiry of the deadline from the previous Article, the Management Board determines the final text of the proposal and delivers it to the Assembly at least 15 days before its holding.

Decision-making by the organs

6.1.10 Decisions of the organs and bodies of the Association are adopted by a majority of the total number of present members of the organs or the body.

7. Termination of the Association

7.1. The Association terminates:

1) by decision of the Assembly;
2) in cases determined by law;
3) by a final decision of a competent authority.

7.1.1 The Association shall cease to operate if the members of the Assembly decide so or if reasons for termination arise which are determined by the legal regulations in Macedonia.

7.1.2 The decision on termination of the Association is adopted by a two-thirds majority of the members with the right to vote.

7.1.3 In the event of termination, after settlement of obligations, the remaining property and funds shall be transferred to another non-profit association, foundation or institution with related objectives, in accordance with a decision of the Assembly and the law.

8. Transitional and final provisions

8.1.1 All general acts of the Association shall be adopted and harmonized with the provisions of this Statute within 120 days from the day of its entry into force.

8.1.2 This Statute was adopted on __.__._____ and enters into force on the day of its adoption.

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