



REGULATIONS ON MEMBERSHIP

of the International Union of Professionals “UNIPRO”

Approved at the meeting of the Board of Directors on 20 May 2019, in Atlanta, Georgia, USA

1. General Provisions

1.1. These Regulations have been developed in accordance with the Union By-laws on the **UNIPRO** consolidation, support, cooperation and development.

1.2. Organizations and private entrepreneurs who join the Union must be familiarized with the contents of these Regulations.

1.3. This document determines the procedure of admission of the new members to the Union and the exclusion of the members from the Union, as well as the procedure for payment of enrollment and membership fees.

1.4. The Union members can be organizations of professionals in the sphere of business and personal security and development of all countries; their professional associations and national associations, as well as private entrepreneurs, professionals in the field of business and personal security and development who accept the Union's By-Laws and implement their provisions.

When the organizations, associations and other entities within them join the Union, they acquire membership in the Union, receive a certificate, ID and pin of membership. However, if desired, each of the professional organization has the right to an individual entry into the **UNIPRO** Union with the relevant certificate, ID and pin.

Apart from business and personal security professionals, representatives of other fields of activities are allowed to join the **UNIPRO** Union.

1.5. The procedure for admission to the Union is established by the Board of Directors of the Union.

1.6. The decision on admission to the Union is made by the Board of Directors of the Union by a simple majority of votes.

2. Procedure for admission to the Union

2.1. New members are admitted to the Union by the Board of Directors of the Union by a simple majority of votes at its meetings once a month. If ten or more applications to enter the Union are

received, the term of consideration of applications can be reduced. In this case, the decision is taken by the President of the Union upon receipt of documents from candidates or Regional Coordinators.

2.2. New members are admitted to the Union after filling an online form on the official website of the Union, with attachment of the following documents: a scanned copy of the application on the letterhead of the organization, Profile form, drug free consent, a copy of the By-laws, a copy of the Code of Ethics, a copy of the Regulation on the **UNIPRO** Membership, a copy of the proof of the payment of admission and after receiving a letter of admission to the Union annual membership fee.

2.3. No later than 10 days from the date of submission of the set of documents, the entity that is a prospective member of the Union provides references (in any desired form) from at least two members of the Union or industry professionals.

2.4. At the request of the entity, the documents for admission to the Union are supported by the information materials advertising the activities of the entity or the individual professional and describing their services on paper and electronic media.

2.5. An entity or private entrepreneur shall be considered accepted as a member of the Union from the date of the relevant decision made by the Board of Directors of the Union.

2.6. Upon admission to the union, the entity or private entrepreneur is given an official pin, a certificate of the established form, and an ID card.

2.7. After becoming a member of the Union, the entity or the individual professional is assigned a registration number corresponding to the number of the certificate.

2.8. If an entity changes its organizational and legal form or its name, or in case when one legal entity is replaced by another, becoming the legal successor of its rights and obligations, the entity that is a member of the Union shall undergo a re-registration procedure.

2.9. For the re-registration, the entity shall provide the same documents as for the admission to the Union, with the exception of the proof of admission fee payment.

3. Rights and obligations of the members of the Union

3.1. Union members have the right:

To elect and be elected to the governing and auditing bodies of the Union, through their representatives, or on the proposal of the Regional Coordinator;

To monitor the activities of the governing bodies of the Union by submitting applications claims, complaints and proposals to Board of Directors of the Union;

When it's necessary for their professional activity, to request and receive the information that passes through the governing bodies of the Union;

To enjoy the support of the Union in addressing professional issues, and the protection of their legitimate interests by the Union;

To publish the materials on their professional activities on the Union website;

- To receive advice, expert and legal aid from the Union;
- To participate in the Union projects and activities;
- To use the insignia of the Union in accordance with the By-laws;
- To receive information on the activities of the Union management bodies;
- To voluntarily withdraw their membership from the Union;

3.2. The Union members undertake:

- To comply with the provisions of the Union By-laws;
- To make timely admission, membership and earmarked contributions, the amount and terms of which are determined by the Board of Directors of the Union.

Earmarked contributions are intended for the implementation of a specific program or project, are voluntary and are assigned only to the participants of the program or project;

- To observe the rules of the Union and the standards of the profession; the Union Procedures and Regulations, and Code of Ethics of the Union member, do not violate the rights of the members of the Union;

- To participate in events organized by the Union;

- To participate in Forums and meetings of the Union members;

- To implement the decisions of the General Meeting of members of the Union, the Board of Directors, the President of the Union;

- To comply with other requirements set by the Union By-laws.

4. The procedure for payment of application and membership fees

- 4.1. The registration fees are paid on the basis of an application for admission.

When applying for membership of UNIPRO, the candidate pays \$ 150 (Associations, Companies pays \$200) for check background, preparation of all attributes, handling and shipping.

- 4.2. **The annual membership fee is paid first, basis of an application for admission and a positive result of check background. The following membership fees are to be paid on the day of admission to the membership of the Union, but no later than the first day of the next month.**

- 4.3. **The amounts of the admission and membership fees are set and can be changed by the Board of Directors of the Union but not more than once a year. On June 1, 2019 the size of the admission fee for individual entrepreneurs is set in the amount of \$150, and the size of the annual membership fee - in the amount of \$125, and for Associations, organizations, admission fee - \$200, and the size of the annual membership fee - \$ 150.**

The established amount of application and annual fees acts as a SPECIAL OFFER until May 31, 2020. Starting June 01, 2020, admission and annual fees will be changed.

4.4. Admission and membership fees are considered paid at the time when payable amounts are transferred to the Union's account.

4.5. An authorized body that works with Financial Management is responsible for the control of membership fees entering the Union account.

4.6. In case of voluntary withdrawal or expulsion from the Union, the membership and admission fees are non-refundable.

4.7. The members who are in arrears in the payment of their membership fees lose their right to the free provision of services and consultations by the Union until all outstanding payments have been made;

4.8. If the debt is not paid after a period of one month an entry "**Inactive member of the Union**" is made in the membership database;

The Board of Directors has the right to exclude a company, organization or private entrepreneur from members of the Union.

5. Withdrawal from the Union

5.1. A Member of the Union wishing to voluntarily withdraw from the Union submits an application to the President of the Union, setting out the reasons for withdrawal.

5.2. A Member of the Union shall be deemed to have withdrawn from the Union from the date of registration of the application.

No decision of the Board of Directors is required to exit from the Union.

6. Exclusion from the Union

6.1. Member State may be excluded from the Union by the decision of the Board of Directors made by a simple majority of votes of the present members of the Union, in the following cases:

Violation of the Union By-laws;

Non-payment of admission, membership and specific-purpose contributions (fees) within the set period of time;

Carrying out activities in violation of the current legislation of the country or compromising the objectives of the Union;

Systematic failure to perform duties specified in the Union By-laws;

Violation of the rights or interests of the Union;

When the Union is unformed about the initiation of criminal proceedings against the member of the Union.

6.2. Procedure for exclusion of members of the Union:

Exclusion from the Union can be initiated by any member of the Board of Directors;

The decision to exclude a member from the Union is made in the form of a written document;

The final decision on exclusion of a member from the Union is passed by the Board of Directors of the Union.

A Member of the Union is deemed to be excluded from the Union from the day following the date of the signing of the decision on his or her exclusion.

6.3. Information about the decision to expel a member for the Union is communicated to the members of the Union at the next meeting of the Board of Directors and is sent to the expelled member of the Union via e-mail or registered mail. A copy of the decision is sent to the Coordinator of the region.

DETAILS

Short name: **UNIPRO, Inc.**

Full name: Non-Profit Organization - **UNION OF INTERNATIONAL PROFESSIONALS**

Organizational and Legal Form: **Union**

State Registration Number: **19065820**

BANK - **FIRST CITIZEN BANK**, Atlanta, GA, USA Settlement account: **009063018663**

Legal address: 5881 Sentinal Walk Court, Norcross, GA 30093, USA

Current address: 5881 Sentinal Walk Court, Norcross, GA 30093, USA

Phone: +1 (404) 512- 5250, +1 (678) 246-9595

Website: www.uniproglobal.com

Email: unipro.usa007@gmail.com

The title of the post of the Union Head having signatory power: **The President**

Last name, first name and patronymic of the Union Head having signatory power: **Kusaev Eduard Hananielovich**

PURPOSE OF PAYMENT

To pay the admission fee, please enter "Admission fee for the **UNIPRO** Union" in the "Basis for payment" column.

To pay the annual membership fee, please enter "Annual membership fee for the statutory activities for (specify the year)" in the "Basis for payment" column.

To assist in the development of the UNIPRO Union please enter "**Charitable contribution**" in the "**Basis for payment**" column.