



## SURE Chapter Rules

*By maintaining a range of international chapters, SURE clearly profits from the chapter activities. To ensure structured and active SURE chapters, we set up a range of chapter rules which have to be ensured by the chapter board.<sup>1</sup>*

- 1) Chapters will be appointed by the EC after application of a national or regional group of SURE members.
- 2) Each chapter has to have an Executive Committee of at least three persons.
- 3) Each chapter has to have at least 20 regular members. One institutional member counts for 10 regular members. The chapter must target for local/regional SURE activities, which can be labeled for SURE.
- 4) All members of the SURE chapter have to pay the annual SURE membership dues to SURE (<https://www.society-urban-ecology.org/executive-committee/>). The chapter has the option to charge additional dues which have to be handled separately by the SURE chapter board.
- 5) The SURE chapter board has to report about their activities annually. Therefore, the SURE report form sent by the SURE EC has to be filled and sent back to the SURE General Secretary (latest by 1<sup>st</sup> March or after request depending on when the SURE board meets) to report about the past twelve months). An adapted SURE chapter report will be published on the SURE webpage. Based on the SURE chapter report, the SURE EC decides on the continuation of the chapter.
- 6) Activities in chapters and by SURE members are only accepted under the SURE label when an announcement of the activity and a report afterwards is provided at least 4 weeks before and 4 weeks after the activity. SURE activities must be announced to the President or General Secretary together with a short description of the activity for the webpage in English. All chapter activities should be open for SURE members outside the chapter on the same conditions as chapter members. After the SURE chapter activity took place a short report in English must be given to the President or General Secretary. The SURE chapter board has to make sure that any pictures attached to the reports can be used for the SURE webpage in terms of copyright.
- 7) Each SURE chapter has to provide a description about the chapter for the SURE website. The SURE chapter board has to cross-check annually if the information provided about the SURE chapter on the SURE webpage are up-to-date and inform the SURE General Secretary about any changes.

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<sup>1</sup> These rules focus on SURE chapters. Any other memorandums of understandings with SURE need separate agreements with the SURE EC.



8) If the rules for SURE chapter are not followed, the SURE EC reserves the right to set the chapter status into “In Planning” and by repeated violation of the rules to uninstall the chapter. No activities are allowed to be taken place under the umbrella of SURE without having an official chapter status.