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# Emergency Support for Trans People





- 01. Name and Address**
- 02. Aim and Purpose**
- 03. Funds**
- 04. Membership**
- 05. Expiration of Membership**
- 06. Resignation and Exclusion**
- 07. Organs of the Association**
- 08. Membership Committee**
- 09. Board of Directors**
- 10. Auditors**
- 11. Authority to Sign**
- 12. Liability**
- 13. Dissolution of the Association**
- 14. Effective Date**

## 01. Name and Address

Under the name Trans Safety Emergency Fund (TSEF) the association exists in the sense of Art. 60 ff. ZGB with its registered office in the Canton of Bern (Grundfeldstrasse 53, 3049 Särswil). The association is politically and denominationally independent.

## 02. Aim and Purpose

The purpose of the association is to generate and manage donations in four cases.

Case 1: The association supports trans persons in need by providing financial means generated through donations. Any person can apply for support in written form. Support can be requested orally only if the person is not capable of using the written language. At least three members of the board decide on the approval in plenum. The final decision must comply with the guidelines for granting support.

Case 2: The association organizes fundraising events to generate donations for LGBTQI+ organizations that serve marginalized and/or intersectionalized people or to generate donations for itself, that can be distributed to individuals requesting support.

Case 3: The association applies for funds to organizations, foundations, and governmental bodies in order to be able to distribute them to persons requesting support.

Case 4: On request, the association offers training on trans issues. Funds generated from this are used to compensate the workshop leaders and as donations for the association.

## 03. Funds

In pursuit of the Association's purpose, the Association currently has the following funds:

- Income from service agreements
- Income from funds and foundations
- Donations and contributions of all kinds

The fiscal year corresponds to the calendar year. The first fiscal year is overlong.

## 04. Membership

Natural persons who support the purpose of the association can become members of the board.

No distinction is made between active and passive members.

No honorary memberships are granted.

Since the association exists purely as a board association, no members who do not belong to the board will be accepted.

All board members have the right to vote. Each board member has one vote. All votes are equally weighted.

In principle, the association consists of the 4 founding members. These are Renan Carvalho de Oliveira, Dshamilja Gosteli, Ivy (Ivan) Monteiro, and Sandro (Sonja) Niederer. They will be joined by Rafel Al Doori as of 13.03.2023.

Applications for membership should be sent to the board of directors; the board decides on admission.

The duties of the members include:

All board members agree to abide by production standards.

The board meets to discuss important concerns and projects in person or via Zoom (or similar) as needed.

The person taking the protocol will take the protocol in English for each meeting. Protocols are kept for all meetings. Protocols and statutes are available for all to view via the Trans Safety Emergency Fund Google Drive (tseffund@gmail.com).

The financial officer provides updates on account balances and transactions once a month or more frequently as needed for ongoing projects. Accounting, billing, insurance, audit organization, and tax filing/exemption are duties of the finance officer.

Board members are assigned duties related to the association or its direct and indirect activities on an ongoing basis as needed. These are to be completed in a timely manner and in accordance with the association's production standards.

Decisions on the allocation of funds to applicants will be made in meetings of at least 3 people after the end of the application period.

Internal data and information may not be disclosed to third parties. Banks and financial service providers in case of transactions are exempt from this.

All members work on a voluntary basis. Funds of the association can be used to pay for materials, services and other costs directly related to fundraising.

## **5. Expiration of Membership**

Membership expires for natural persons through resignation, exclusion or death.

## **6. Resignation and Exclusion**

A resignation from the association is always possible at the end of a month. The letter of resignation must be sent in writing to the board at least 2 weeks before the next general meeting.

A member can be expelled from the association at any time for violating the statutes, passing on internal information and/or violating the goals of the association.

The exclusion is decided at a general meeting. Before the exclusion, the member must be heard in any case.

## **7. Organs of the Association**

The organs of the association are:

- a) The membership committee
- b) The board of directors

## 8. Membership Committee

The highest organ of the association is the membership committee.

A yearly membership committee is held annually in March.

Members are invited to the yearly membership committee in writing at least 14 days in advance, stating the agenda items. Invitations sent by e-mail or WhatsApp are valid.

Motions (additional agenda items) for the attention of the yearly membership committee must be submitted in writing to the board no later than 3 days before the meeting.

The board of directors may at any time request the convening of an extraordinary membership committee, stating the purpose. The meeting must be held no later than 4 weeks after receipt of the request.

The yearly membership committee is the supreme body of the association. It has the following inalienable tasks and competencies:

- a) approval of the protocol of the last yearly membership committee
- b) Approval of the annual report of the board
- c) Acceptance of the auditor's report and approval of the annual accounts
- d) Election of the presidium and the rest of the board as well as the auditors.
- e) Approval of the annual budget
- f) Adoption of resolutions on the program of activities
- g) Passing of resolutions on motions of the board of directors
- h) Amendment of the statutes
- i) Decision on exclusion or admission of members of the board.
- j) Passing resolutions on the dissolution of the association and the use of the liquidation proceeds.

Any membership committee duly convened shall constitute a quorum provided that at least 3 members are present.

The members pass resolutions by a simple majority. In the event of a tie, the chairperson shall have the casting vote.

Amendments to the statutes require the approval of a 3:2 majority of those entitled to vote. At least one record of the resolutions passed shall be drawn up.

## 9. Board of Directors

The board of directors consists of 5 persons.

The term of office is 1 year. Re-election is possible.

The board manages the current business and represents the association externally.

It issues regulations.

It can appoint working groups (specialist groups).

It can employ or commission persons for the achievement of the association's goals against appropriate compensation.

Further tasks and competencies of the board:

The board of directors has all competencies that are not assigned to another body by law or according to these articles of association.

The following departments are represented on the board:

- a) President
- b) Vice-President
- c) Head of Finances
- d) Head of Communication
- e) Head of Marketing Strategies
- f) Head of Education
- g) Head of Community Coordination
- h) Head of Administration
- i) Protocol Management

(Cumulation of offices is possible).

The board of directors constitutes itself.

The board meets as often as business requires.

Any member of the board of directors may request that a meeting be convened, stating the reasons.

Provided that no member of the board of directors requests oral deliberation, the passing of resolutions by circular letter (including e-mail) shall be valid.

The board of directors basically works on an honorary basis and is not entitled to reimbursement of actual expenses.

## **10. Auditors**

The membership committee elects an auditor only when the annual income exceeds a total amount of 100'000.-.

## **11. Authority to Sign**

The association is obligated to sign in pairs of two with a collective signature of the President or the Vice-President together with another member of the board.

The board of directors regulates the authority to sign in pairs.

## **12. Liability**

Only the association's assets are liable for the association's debts. The personal liability of the members is excluded.

### 13. Dissolution of the Association

The dissolution of the association may be decided by the resolution of an ordinary or extraordinary membership committee and may be dissolved by a 3:2 majority vote of the members present. All 5 members must be present.

In the event of dissolution, the profits and capital shall be distributed to another legal entity domiciled in Switzerland and exempt from taxation on the grounds of non-profit status or public purpose. The distribution of the association's assets among the members is excluded. A merger can only take place with another legal entity based in Switzerland that is exempt from taxation because of its charitable status or public purpose.

### 14. Effective Date

These bylaws were adopted at the membership committee assembly of 13.03.2023 and became effective as of that date.

Date, Place: 13.03.2023, Bern



Renan Carvalho de Oliveira:



Dshamilja Gosteli:



Ivy (Ivan) Monteiro:



Sandro (Sonja) Niederer:



Rafel Al Doori



Emergency Support for Trans People.  
Housing, Health & Education.

[transafety.fund](https://transafety.fund)  
[info@transafety.fund](mailto:info@transafety.fund)  
Instagram: [@transafetyemergencyfund](https://www.instagram.com/transafetyemergencyfund)