

INTERNAL REGULATIONS OF STUDY ASSOCIATION "DE VEETELERS"

(Study association for BAS, MAS and MAM students in Wageningen)

(per April 2021)

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CHAPTER 1 Members; see also art. 4 of the statutes

1. The Study association has regular Members, honorary members, donors and a patron(ess). From here onwards regular Members are referred to as ‘Members’, and the personal denotations can be considered female, male, and non-binary.
2. As regular Member can be admitted: persons who are registered as a student, extraneous or auditor at Wageningen University & Research in Wageningen for Animal Sciences (AS), BSc Animal Sciences (BAS), MSc Animal Sciences (MAS), MSc Aquaculture and Marine Resource Management (MAM) or another MSc programme, provided the BSc Animal Sciences (BAS or BDW) programme has been completed.
3. Members are entitled to:
 - access to the rigro;
 - appointment to all posts, concerning the rigro;
 - nominate candidates in elections;
 - vote on people and other matters;
 - participate in all the activities of the Study association except the introduction weekend;
 - a discount on some activities of the Study association;
 - a discount on English study books;
 - a personal account on the website of the Study association;
 - the Study association’s magazine ‘De Veeteler’;
 - an Almanac from the year of Membership;
 - the weekly Study association newsletter.
4. Members are obligated to:
 - pay the Membership fee;
 - agree with the privacy statement of Study association “De Veetelers”.
5. Members may not use the cameras, the video camera, the navigation systems, the drawing pad, the tent, the first aid kit, the megaphone, the ATM, and the laser pointer of the Study association for personal goals or provide these to third parties.
6. All Members of the Study association that participate in or are registered for an activity are obligated to pay the specified binding participation fee.

7. The donors are entitled to:
 - an Almanac from the year of donation;
 - the Study association's magazine 'De Veeteler' if the donation exceeds a specified amount.
8. The titles honorary member and patron(ess) of the Study association can be granted in the rigro to people from outside the Study association who have selflessly committed themselves to the Study association for a longer period.
9. The honorary members and patron(ess) are entitled to:
 - an Almanac;
 - the Study association's magazine 'De Veeteler';
 - a personal invitation for the following activities:
 - Almanac Ceremonies;
 - Discussion Evenings;
 - Career Days (at Membership rate);
 - Alumni Days;
 - Symposia (at Membership rate);
 - Véater performances;
 - Opening Receptions of Lustra;
 - Occasional events;
 - Master graduation ceremonies.
10. Upon the death of Members, donors, honorary members, patronesses and/or patrons or persons who have a special connection to the Study association, the mourning protocol will be applied.

CHAPTER 2 Rigro

1. The rigro is preferably held weekly in Zodiac or Forum during the academic year. Members of the Study association have the right to access the rigro. Non-Members of the Study association who hold a position in a committee, the board of a sub-association or other entity, may be granted special exemption during their term in office. Others than the previously mentioned only have access to the rigro when invited by the rigro. The Board presides the rigro. Fixed agenda items of the weekly rigro are Opening and agenda, Minutes of the previous rigro, Board notices, Memos and decisions, Future activities, Vacancies, Any other business, Reports and queries, and Closure. Occasionally, a rigro can be cancelled or moved at the proposal of the Board.
2. An additional rigro can be issued by the Board on a proposal from the Board, a committee, the board of a sub-association, another entity, or at least seven Members. The date is proposed by the Board and preferably set in the rigro and communicated by email to the Members.
3. The rigro takes place if the quorum is met. The quorum for the continuation of the rigro and the quorum for voting are determined at the end of each academic year for the subsequent academic year, on a proposal from the Board. When Members leave during the rigro, causing the quorum for the continuation of the rigro to be no longer met, the rigro is closed.
4. All active Members, i.e. those who are Members who are on the Board, a committee, the board of a sub-association or other entity, and student representatives, receive the agenda by email at least 24 h before each rigro. In addition, it is possible to receive the agenda by indicating this during the rigro or in writing. The file of the Members who receive the minutes of the rigro is revised at least four times per academic year.
5. Members can submit written proposals that are in the interest of the Study association. These proposals must be submitted to the Board. A proposal can be submitted by the

- Board, a committee, the board of a sub-association, another entity, or at least seven Members.
6. No decisions can be made about items that are not on the agenda. However, if desired, an opinion can be requested.
 7. A decision made in the rigro can be changed within a month. This change must be proposed in a rigro, and the modification must be supported by at least two-third of the votes.
 8. A voting regarding motions related to persons take place no earlier than when the person in question has had the opportunity to defend themselves during a rigro.
 9. The rigro can express its displeasure about the functioning of one or more Members of the Board. In the subsequent meeting a vote of no confidence can be submitted, in which at least two-third of the votes must be in favour of this motion. The concerning Member or Members of the Board must then step down.
 10. At least one delegate of each committee (except the Buitexcie, Sticie, and Workgroup Association Animals), one delegate of each board of a sub-association, and each chair group representative, is required to be present at the rigro. If this is not possible, the committee, the board of the sub-association, or chair group representative must notify the Board of this, with a legitimate reason, according to the Board, in a written report, at least one hour before the rigro takes place. After one time absent without notification to the Board, the committee, sub-association, or chair group representative has to treat within an upcoming rigro.
 11. All activities organised by the Board, a committee, sub-association, or other entity, must be reported in the rigro and on the calendar on the website of the Study association. There is no possibility that two activities overlap in date and time, with the exception that both entities agree by consultation that two activities can take place at the same moment. The first mentioned activity in the rigro is leading. There is an exception for multi-day activities those can overlap in consultation with the Board and the committee or sub-association involved. When two activities overlap in date and time and are reported in the same rigro, the moment of placement of the activity on the calendar on the website of the Study association is leading.
 12. Committee rigros and Sub-association rigros each take place preferably three times per academic year, preferably at the beginning of the second, fourth and sixth period.

Chapter 3 Board

1. The Board has the following positions with the associated tasks:
 - President:
 - takes care of general overview and coordination;
 - writes the 'Rigroreus' or 'Rigroreuzin' in 'De Veeteler';
 - keeps in touch with the staff of the Department of Animal Sciences;
 - keeps in touch with the Almanakcie, Lustrumcie, Véater, and Workgroup Association Animals;
 - keeps in touch with the boards of sub-associations and other entities;
 - gives representative speeches;
 - writes texts for almanacs of external study associations;
 - coordinates the Study association's use of Zodiac and Forum;
 - keeps in touch with the honorary members and patron(ess);
 - at the end of his or her Board term updates the history of the Study association about his or her term on the Board;
 - is responsible for awarding the Kloosterman trophy;
 - approaches people to fill vacancies in the KCCs.
 - Secretary:

- takes over the tasks of the President in the absence of the President;
- makes the minutes during the major Board meetings;
- manages the rooms in Zodiac and Forum;
- manages the printers of the Study association;
- manages the archive;
- manages the incoming and outgoing mail;
- takes care of the weekly newsletter;
- takes care of the photocopying and printing of the Board;
- manages the Member files;
- manages the email account;
- takes care of letters on behalf of donors in cooperation with Board Member Treasurer and Board Member Commissioner External Affairs.
- Treasurer:
 - manages the finances;
 - assesses the budgets and financial settlements of the committees, sub-associations, and other entities;
 - checks the financial reports of the committees, sub-associations, and other entities;
 - makes a schedule for discussing financial documents in the rigro;
 - creates the financial section of the annual report;
 - keeps in touch with the treasurers of committees, sub-associations, and other entities and organises at least once a year a meeting with these treasurers to discuss their financial situation;
 - collects the Membership fee;
 - collects donations when this is indicated by the donor;
 - keeps in touch with the caterer of Wageningen University & Research;
 - is authorised to carry out payment collections;
 - keeps in touch with the KCCs;
 - organises at least once a year a Treasurer and Sponsor Evening in cooperation with Board Member Commissioner External Affairs, former Board Member Treasurer, and former Board Member Commissioner External Affairs;
 - former Board Member Treasurer is responsible for updating and sending the treasurer guidelines before 1 December of the year former Board Member Treasurer leaves the Board;
 - takes care of letters on behalf of donors in cooperation with Board Member Secretary and Board Member Commissioner External Affairs.
- Education Commissioner I:
 - is a member of the ROK;
 - is preferably a member of the PC;
 - keeps in touch with the Meeloopdagcie and the Ouderdagcie;
 - takes part in the StuCom;
 - is responsible for the study-related part on the website of the Study association in cooperation with Board Member Education Commissioner II;
 - organises the Zodiac Information Evening once a year in cooperation with Board Member Education Commissioner II;
 - organises preferably three times a year a SRE in cooperation with Board Member Education Commissioner II;
 - organises information days and other information activities for prospective BAS students;

- organises the morning programme for the BAS Study Day during the AID;
- takes care of an information brochure of the Study association for first-year BAS, MAS and MAM students during the AID in cooperation with Board Member Commissioner Internal Affairs;
- helps, in cooperation with Board Member Education Commissioner II if necessary, the study advisers with the organisation of a study-information meeting for first-, second-, and third-year BAS students once a year;
- writes the 'Education ROKs' in 'De Veeteler' in cooperation with Board Member Education Commissioner II;
- is responsible for printing and putting up the PaCe-evaluations in the Forum room.
- Education Commissioner II:
 - is a member of the ROK;
 - is preferably a member of the PC;
 - is preferably a member of the DB PC;
 - keeps in touch with the Sticie;
 - is responsible for the study-related part on the website of the Study association in cooperation with Board Member Education Commissioner I;
 - organises preferably three times a year a SRE in cooperation with Board Member Education Commissioner I;
 - organises information days and other information activities for prospective MAS students;
 - coordinates the chair group representatives and representative MAM;
 - keeps the photos of the student representatives up to date;
 - organises the MAS Study Day during the AID in cooperation with Board Member Commissioner Internal Affairs;
 - coordinates Aquarius in organising the MAM Study Day during the AID;
 - helps, in cooperation with Board Member Education Commissioner I if necessary, the study advisers with the organisation of a study-information meeting for first-, second-, and third-year BAS students once a year;
 - writes the 'Education ROKs' in 'De Veeteler' in cooperation with Board Member Education Commissioner I;
 - coordinates the mentor system for first year students BAS and MAS;
 - organises the Zodiac Information Evening once a year in cooperation with Board Member Education Commissioner I.
- Commissioner Internal Affairs:
 - approaches people to fill the committee vacancies except the KCC vacancies;
 - is a member and chairperson of the Akcie;
 - is a member and chairperson of Team International;
 - keeps in touch with the Buitexcie, DoMiBoCo, Flitscie, Galacie, Lustrumboekcie, (Lustrum) Kluscie, Lustrum Openingscie, Promcom, Sportcie, Weekendcie and other entities;
 - takes care of the information brochure of the Study association for first year BAS, MAS and MAM students during the AID, in cooperation with Board Member Education Commissioner I;
 - updates the active Members file before each MSc graduation ceremony;
 - takes part in meetings of the 'StuVOWa', in cooperation with Board Member Commissioner External Affairs;

- takes part in meetings of the ‘Forumgebouwoverleg’ in cooperation with Board Member Commissioner External Affairs;
 - manages the cameras, the video camera, the navigation systems, the drawing pad, the tent, the first aid kit, the megaphone, the ATM, and the laser pointer of the Study association;
 - is responsible for posting photos of Study association activities on an external hard drive in the Forum room;
 - organises the afternoon programme for the BAS Study Day during the AID;
 - organises the MAS Study Day during the AID in cooperation with Board Member Education Commissioner II;
 - manages the information poster boards of the Study association;
 - keeps the colophon up to date;
 - communicates a list of names and phone numbers of the current Board Members to the Zodiac reception after each Board Change.
- Commissioner External Affairs:
 - is a member of the Internetcie;
 - is a member of the Lustrum Sponsorcie;
 - keeps in touch with the (Lustrum) Bedrijvendagcie, Discuscie, (Lustrum) Symposiumcie, Lustrum Reünistendagcie, Redactie, and Sollicie;
 - keeps in touch with the sponsors of the Study association (sponsors of the Study association are companies and organisations that sponsor the entire Study association; contact with sponsors of committees, sub-associations, or other entities is done by the committees, sub-associations, or other entities themselves);
 - is a member of the board of the NZV;
 - takes part in meetings of the ‘StuVOWa’ in cooperation with Board Member Commissioner Internal Affairs;
 - takes part in meetings of the ‘Forumgebouwoverleg’ in cooperation with Board Member Commissioner Internal Affairs;
 - is responsible for the external contacts of the Study association;
 - is responsible for the Veetelers-Certificates and gifts for MSc graduates who have been active as a Member;
 - is responsible for the Kloosterman trophy;
 - takes care of the textual part of the annual report and shall edit the annual report;
 - checks the contact of committees, boards of sub-associations, and other entities with their sponsors;
 - manages the accounts of the Study association on social media and the website of the Study association in cooperation with the Internetcie;
 - is responsible for publishing the minutes of the rigro on the website of the Study association;
 - organises at least once a year a Treasurer and Sponsor Evening in cooperation with Board Member Treasurer, former Board Member Treasurer, and former Board Member Commissioner External Affairs;
 - takes care of letters on behalf of donors in cooperation with Board Member Secretary and Board Member Treasurer.
2. General administrative duties are:
- chairing, taking minutes of the rigro, and writing a piece for the Members on the homepage of the website of the Study association. The chairmanship is rotating, as well as taking the minutes;

- ensuring good contact between the Board and Members, donors, honorary members, and the patron(ess);
 - ensuring good external contacts;
 - taking care of the computers and other hardware and software of the Study association;
 - attending BSc and MSc graduation ceremonies;
 - at least two Board Members follow an emergency response course.
3. The desired duration of the Board Members is one year. When no successor is appointed after a maximum of two months after the planned Board Change Drink, the tasks are reallocated within the Board until a successor has been appointed.
 4. Board Members can at any time terminate their position. However, the Board Member remains in office until the successor is installed. When after a maximum of two months after communicating the end of the position no successor is appointed for the role, the tasks are reallocated within the Board until a successor has been appointed.
 5. It is desirable that a Board Member is not involved in any education activities outside Wageningen during his or her term on the Board.
 6. Board Members are, by the other Board Members, authorised on behalf of the Study association to sign agreements.
 7. The method of nomination and appointment of Board Members are laid down in the article 8.3 of the Internal Regulations of the Study association.
 8. The committees and sub-associations are not allowed to use the same colour scheme as the Board in committee or sub-association clothing.

CHAPTER 4 Votes and elections

1. When candidates for a position are needed, this will be reported by the Board in the rigro. The vacancy of a position is reported to the Board by the person who is leaving. Persons who are unavailable for a month or longer will be asked to vacate their position. Based on a list of persons who have registered with the Board or who have been approached by the Board for the position, candidates can be proposed.
2. The names of the candidates for positions in the Board, committees, chair group representatives, representative MAM, and other entities are mentioned twice in the rigro documents at the agenda item 'Board notices'. During the second rigro they are appointed (with a single candidate) or elected.
3. The appointment of Board Members shall be made of one or more binding nominations. To draw up such a candidacy, both the Board and at least five Members are authorized. The vacancies for Board positions must be mentioned in the documents at least six weeks before the expected Board Change. Preferably, Members can be nominated for the Board position up to four weeks before the expected Board Change. Subsequently, the candidates are listed in the rigro agenda at the 'Board notices' during the next two weeks and are introduced to the Members. During the first rigro where the candidates are mentioned in the rigro agenda, the candidates introduce themselves to the Members. During the second rigro where the candidates are mentioned in the rigro agenda, the candidates have to present themselves again, and the election takes place.
4. The voting protocol is as follows:
 - Budgets and settlements;

In the case of a budget or settlement, the question will be asked if there are any objections to approving the budget or settlement with any changes. Objections must be well-founded. The Board assesses whether an objection is well-founded. An objection can be explained both in writing up to one hour before, and orally during a rigro. If at least three persons make a well-founded objection, the budget or settlement

must be changed. The budget or settlement will be resubmitted for the next rigro. If the proposing party does not make any changes, a vote can be taken in the same rigro.

- Single Board candidate for a vacancy;

In the event of an election of one Board Member, a written and anonymous vote will be taken. Voters for a vacancy can:

- vote for or against the candidate;
- vote blank;
- abstain from voting.

Valid votes are all the votes cast on the candidate plus all blank votes. Abstentions do not count in determining the number of votes. Signing the ballot paper as well as making comments on the ballot paper will invalidate the vote. When the candidate receives at least fifty percent of the number of valid votes plus one in favour, the candidate will be appointed. When at least fifty percent of the number of valid votes plus one are against or at least fifty percent of the number of valid votes are blank, the candidate is not appointed and a new election will be organised for this position.

If the candidate does not receive more than fifty percent of the number of valid votes plus one in favour, not more than fifty percent of the number of valid votes plus one against and also not at least fifty percent of the number of valid votes are blank, a second election round will be called for. This election follows the same procedure. If in the second election round the candidate does not receive more than fifty percent of the number of valid votes plus one in favour, not more than fifty percent of the number of valid votes plus one vote against and also not at least fifty percent of the number of valid votes are blank, a third election round is called for. This round it is not possible to vote blank. If there is no conclusive decision, i.e. there is no majority of valid votes neither in favour nor against the candidate, the election is carried over to the next rigro. If the votes are still inconclusive, the candidate is not appointed and a new election will be organised for the position.

- Multiple Board candidates for a vacancy;

In the event of an election of a Board Member, a written and anonymous vote will be taken. Voters for a vacancy can:

- vote on one of the candidates;
- vote against all candidates;
- vote blank;
- abstain from voting.

Valid votes are all the votes cast on the candidates plus all blank votes. Abstentions do not count in determining the number of votes. Signing the ballot paper as well as making comments on the ballot paper will invalidate the vote.

The candidate who receives at least fifty percent plus one of the number of valid votes in favour will be appointed. If at least fifty percent of the number of valid votes is blank or if at least fifty percent of the number of valid votes is against, plus one vote against all candidates, none of the candidates will take place on the Board and a new election will be organised for the position.

If none of the candidates has received more than fifty percent of the number of valid votes plus one in favour, nor at least fifty percent blank votes has been cast, a second round of voting will take place between the two candidates who received the most votes in the first round. This election follows the same procedure. If none of the candidates receives more than fifty percent of the number of valid votes plus one in favour and not at least fifty percent of blank votes has been received in the second round, a third round of voting will take place between these two candidates. Now,

however, it is not possible to vote blank. If there is no conclusive decision, i.e. there is no majority of valid votes in favour for either candidates, the election is carried over to the next rigro. If the votes are still inconclusive, no candidate is appointed and a new election will be organised for the position.

- Proposals and other matters;

In the case of a proposal or other matters, it will be asked if there are any objections to approve the proposal or other matters with any changes. Objections should be well-founded. The Board assesses whether an objection is well-founded. An objection can be explained both in writing up to one hour before, and orally during a rigro. When at least three persons make a well-founded objection, a vote is taken whether the proposing party of the proposal or other matters can decide to withdraw the proposal or other matter and to amend it. Votes on a proposal or other matters take place by hand raising, unless the Board decides otherwise or at least three people in the rigro request a written vote. The ballot starts with the question whether there are objections, voting takes place through show of hands. With at least three objections, the voting will take place during the next rigro through written votes.

When a vote is made by show of hands, a proposal or other matter is adopted if it receives at least fifty percent of the number of valid votes for, plus one vote for. If decisions on a proposal or other matters are taken without a vote, the quorum for an election does not have to be achieved. In case of an inconclusive vote, there is no majority of valid votes either in favour or against the proposal. In that case a proposal or other matter is carried over to the next rigro. If the vote ties again, a proposal or other matter will be rejected. If a decision in the short term, i.e. before the next rigro, is necessary, a proposal or other matter can be regarded as rejected after the first time. When a written election for a proposal or other matters takes place, the voting is anonymous. The voters for a proposal or other matters can:

- vote for or against the proposal or other matters;
- vote blank;
- abstain from voting.

Valid votes are all the votes that appear on the proposal or other matter plus all blank votes. Abstentions do not count in determining the number of votes. Signing the ballot paper as well as making comments on the ballot paper will invalidate the vote.

When the proposal or other matter receives at least fifty percent of the number of valid votes plus one vote in favour, the proposal or other matter will be adopted. When at least fifty percent of the number of valid votes plus one vote are against the proposal or other matter, or at least fifty percent of the number of valid votes are blank, the proposal or other matter will be rejected. If the proposal or other matter does not receive more than fifty percent of the number of valid votes plus one in favour, not more than fifty percent of the number of valid votes plus one against and also not at least fifty percent of the number of valid votes is blank, a second election round occurs. This election follows the same procedure. If in the second election round the proposal or other matter does not receive more than fifty percent of the number of valid votes plus one vote in favour, not more than fifty percent of the number of valid votes plus one against and also not at least fifty percent of the number of valid votes is blank, a third election round occurs. Now, however, it is not possible to vote blank. If there is no conclusive decision, i.e. there is no majority of valid votes in favour or against the matter, the voting is carried over to the next rigro. If the votes are still inconclusive, the matter is not decided and a new election will be organised for the proposal or other matter.

- Multiple options at proposals or other matters;

In the event of an election of a proposal or other matter with multiple options, a written and anonymous vote will be made. Voters for any proposal or other matter can:

- vote on one of the options;
- vote against all the options;
- vote blank;
- abstain from voting.

Valid votes are all the votes cast on the options plus all blank votes. Abstentions do not count in determining the number of votes. Signing the ballot paper as well as making comments on the ballot paper will invalidate the vote. The option that receives at least fifty percent of the number of valid votes plus one vote is assumed. If at least fifty percent of the number of valid votes is blank, none of the options is chosen and if necessary a new proposal is written.

If none of the options has received more than fifty percent of the number of valid votes plus one vote and also not at least fifty percent blank votes have been received, a second round of voting will take place between the two options that received the most votes in the first round. This election follows the same procedure. If neither of the options received more than fifty percent of the number of valid votes, plus one vote in the second round nor received a minimum of fifty percent of blank votes, a third round of voting will take place between these two options. Now, however, it is not possible to vote blank. If there is no conclusive decision, i.e. there is no majority of valid votes in favour or against the options, the voting is carried over to the next rigro. If the votes are still not conclusive, the options are not decided and, if necessary, a new proposal will be written for the adjusted options.

5. In all cases, voting by proxy is possible. The voter shall inform the Board in writing, i.e. by email or regular mail. This message must include:
 - The proxy;
 - The name of the person authorised to vote.

An authorised person may have only one proxy. A proxy must be submitted to the Board at least one hour before the rigro where the voting will take place. A proxy is valid for the first rigro after submitting the proxy, unless otherwise specified in the proxy.

6. A proposal must be submitted to the Board at least two weeks before the start of the rigro. The proposal must be submitted as a signed proposal, written in English. In an emergency, where quick decisions are required, the applicable time limit may be shortened after conferring with the Board.
7. If a discussion, related to an item on the agenda, leads to a proposal to vote, the vote can take place during the same rigro.
8. If during a discussion at least three Members believe that the content of the proposal or the other matter is incomplete, the proposal or other matter has to be adjusted. Voting about the adjustments can only take place during the next rigro; this should not take place earlier than 24 h after the current one.
9. The adjusted proposal or other matter must be distributed amongst Members before the start of the rigro in which the vote takes place.
10. An adjusted proposal or other matter can be discussed only once in a rigro, unless at least two-third of the rigro wants to discuss the adjusted proposal or other matter once more.
11. When a proposal is submitted, the Board has the right to add an additional requirement as an extra option to vote on, if the Board has financial concerns.

12. Two Members of the Board count the votes independently. When the counts do not match, the votes need to be counted again.

CHAPTER 5 Finances

1. The financial year runs from 1 September to 31 August.
2. During the financial year, all committees, sub-associations, and other entities must, at the request of the Board, hand in a budget and/or settlement per activity to Board Member Treasurer.
3. Activities with a budget and/or settlement total higher than or equal to € 500, - and lower than € 1,000,- must be presented to the Board. The budget must be handed over to Board Member Treasurer at least three weeks before the activity takes place. The settlement has to be handed over to Board Member Treasurer within four weeks after the activity has taken place. Only when a budget or settlement with a total amount higher than or equal to € 500, - and lower than € 1,000,- for an activity of a committee, sub-association, or other entity is approved by the Board, will the Study association be financial guarantor. Committees, sub-associations, and other entities are responsible for adjusting a budget or settlement when adjustments are reported by Board Member Treasurer. The adjusted budget or settlement will be returned to Board Member Treasurer.
4. In case of activities with a budget and/or settlement total higher than or equal to € 1,000,- or exceeding the equity capital of the committee or sub-association, the budget and settlement must be presented in the rigro. The budget must be presented in the rigro at least two weeks before the activity. The settlement must be presented in the rigro within four weeks after the activity has taken place. The budget and settlement of these activities must be approved by the rigro. Budgets and settlements have to be handed over to Board Member Treasurer before Wednesday 17.00 h, prior to the rigro of the week when the budget or settlement must be presented. The Study association will only be financial guarantor for the activity if a budget or settlement is higher than or equal to € 1,000,- or exceeds the equity capital of the committee or sub-association for an activity of a committee, sub-association, or other entity is approved by the rigro. Committees, sub-associations, and other entities are responsible for adjusting a budget or settlement when it has been reported in the rigro. The adjusted budget or settlement will be returned to Board Member Treasurer within one week.
5. When the Study association acts as guarantor, it means that when a committee, sub-association, or other entity can no longer meet its financial obligations, the Study association takes over these financial obligations.
6. If registrations must be opened at a certain time, but no budget for that activity has been discussed in the rigro or the budget is rejected by the rigro, a provisional budget must be approved by the Board before opening the registration.
7. Dispensation for a delayed budget or settlement must be requested from the Board before Wednesday 17.00 h, prior to the rigro of the week in which the budget or settlement must be presented. Dispensation will only be granted when a legitimate reason, according to the Board, is given. The dispensation will, after approval by the Board, be mentioned in the rigro at 'Opening and agenda', and during the agenda item 'Any other business' a brief explanation is provided by the Board or the relevant committee, sub-association, or other entity. There will be an opportunity to ask questions.
8. Before 14 September, all committees and other entities submit the annual account of the previous financial year to Board Member Treasurer for approval.

9. Before 31 December, the annual account of the previous financial year of the Study association has to be presented for approval by the rigro. This annual account applies the incomes/expenditures setup. After approval of the annual account, the rigro is asked to grant discharge to the Board Members for the period in question by means of a separate agenda item in the rigro.
10. The Membership fee for the following year is determined at the end of the academic year. This is a separate agenda item in the rigro on proposal of the Board.
11. Only the settlements that are approved by the rigro or the Board will be processed in the annual settlement and the balance sheet.
12. The incomes/expenditures of the non-continuous committees and other entities are included in the annual settlement and balance sheet of the Study association on the reference date 31 August of the relevant financial year.
13. The board of a sub-association submits the annual account of the previous financial year to Board Member Treasurer before 14 September, and at least two weeks before the GMM. Because the financial year ends on 31 August, it is not possible to hold the GMM of sub-associations before 15 September. Before 1 November, the settlement of the previous year and the budget of the coming year have to be presented to and approved by the rigro. This annual account must first be approved by the GMM of the relevant sub-association and verified by Board Member Treasurer. If the annual account is not approved by the rigro before 1 November, the Study association will not act as guarantor for the sub-association. In that case, the budgets and settlements of activities of this sub-association will not be presented in the rigro, with the exception of the GMM. Only in exceptional circumstances, and after consultation between the Board and the board of the sub-association, may a later date than 1 November be determined for the approval of the annual account by the rigro.
14. Fines for traffic violations must be paid privately. Damage to vehicles used for activities of the Study association are not reimbursed by the Study association. If it can be proven that the damaged rental vehicle was properly used during the activity, the Study association guarantees the deductible. Based on the level of use of the vehicle, the Board determines if and to what extent the Study association will pay for the deductible. Regarding damaged vehicles that are used for activities of committees and sub-associations, the Study association will not be financially liable for the committee or sub-association. When using vehicles, the appropriate protocol must be used.
15. Members are not to receive payment from the Study association for performances in service of the Study association that are part of the regular tasks of the relevant committee, the board of the sub-association, or other entity. The exception to this is a one-time gift at the end of the term in office and/or at graduation, which only may be awarded by the Board or the board of a sub-associations, the Members of the Meeloopdagcie, and the Members of the Opcie, which are compensated by the Information and Recruitment of the WUR. When committees or other entities want to award gifts, this must be in consultation with the Board. Occasionally, the Board can decide to offer non-financial compensation to persons who have contributed additional services that cannot be attributed to any particular committee, sub-association, or other entity. In all cases, drinks are not compensated.
16. The maximum kilometre allowance is € 0.19 for traveling Members of the Study association. The cost of public transport on behalf of the Study association can be fully reimbursed.

CHAPTER 6 Chair group representatives

1. Chair group representatives (cgreps) are appointed for the following chair groups or chair group clusters:
 - Animal Breeding and Genomics (ABG);
 - Adaptation Physiology (ADP);
 - Animal Ecology and Behaviour (AEB);
 - Behavioural Ecology (BHE);
 - Wildlife Ecology and Conservation Group (WEC).
 - Animal Health and Management (AHM);
 - Host-Microbe Interactomics (HMI);
 - Quantitative Veterinary Epidemiology (QVE).
 - Animal Nutrition (ANU);
 - Aquaculture, Fisheries and Marine Ecology (AFME);
 - Aquaculture and Fisheries (AFI);
 - Marine Animal Ecology (MAE).
 - Animal Production Systems (APS);
 - Applied Zoology (APZ);
 - Cell Biology and Immunology (CBI);
 - Experimental Zoology (EZO);
 - Human and Animal Physiology (HAP).
 - Business Economics (BEC).
2. For MAM, a representative is appointed for the Study association. Representative MAM is preferably a member of the EC-MAM. This works in the same way as the cgreps.
3. Cgreps are expected to express the opinion that is formed by the students during the rigro.
4. After every meeting with the chair group, the cgrep is expected to submit a report on the relevant topics to Board Member Education Commissioner II within two weeks after first mentioned. When relevant, this will be discussed in the rigro.
5. Cgreps have to be present at the rigro. Absence will be recorded in the minutes. If a cgrep has been absent once without notification and without reasonable cause, the cgrep has to treat within an upcoming rigro.
6. The rigro can express its displeasure about the performance of one or more cgreps. In the following meeting, a vote of no confidence may be submitted. If at least more than two-third of the votes are in favour for the acceptance of this motion, the person or persons concerned have to quit their position.
7. Cgreps are not obligated to be a Member of the Study association. They are granted access to the rigro with special exemption during their position.
8. Topics that are known in advance and on which student opinions are required, can be discussed during the rigro. If this is not possible due to time constraints, the Board and the cgrep in question will discuss the topic.
9. Each department or cluster of chair groups is represented by one cgrep, unless indicated that two cgreps are desirable. In case of more than one cgrep per chair group, these cgreps need to have a meeting before every chair group meeting.
10. A cgrep is preferably appointed for at least one year.
11. Vacancies for a cgrep position are published in the 'Vacancies' in the agenda of the rigro.

CHAPTER 7 Student representatives in the Programme Committee Animal Sciences

1. The student representatives in the PC are expected to voice the opinion formed during the rigro by students in the PC.
2. After each meeting of the PC, the representatives write a report within seven days after the meeting, containing the most relevant educational matters. This report will be discussed during the rigro. One student representative in the PC is required to be present to clarify the report of the meetings from the PC in the rigro.
3. There are five student representatives in the PC; they all have the right to vote. Preferably, three out of the five student representatives in the PC, are Members of the Study association.
4. During each rigro, at least one student representative of the PC is required to be present. At least two student representatives of the PC are required to be present when a PC-report is discussed. When they are not present, the same rules apply as for the cgreps, see article 6.5.
5. The student representatives in the PC are expected to have a brief meeting before each PC meeting.
6. The term of office of the student representative in the PC is preferably at least one year.
7. One student representative in the PC, who is a Member of the Study association, preferably holds just one of these positions: PC, cgrep, or the OR.
8. The student representation in the PC aims to faithfully reflect the population of the BAS and MAS courses.

CHAPTER 8 Education Committee MAM

1. The EC-MAM represents the study interests of MAM students. The Committee is internationally committed, acts as an intermediary between teachers and students, is involved in the quality assurance of education, highlights the critical attitude of students at the level of individual courses, and is responsible for information activities of MAM. EC-MAM preferably consists of five Members, including the rep MAM.
2. The rep MAM acts as a liaison between the EC-MAM and the Board.

CHAPTER 9 Committees

1. The committees are categorised as continuous and non-continuous.

<u>Continuous:</u>	<u>Non-continuous:</u>
Akcie	Almanakcie
EC-MAM	Buitexcie
Discuscie	KCCs
DoMiBoCo	Lustrumcie
Flitscie	(Lustrum) Bedrijvendagcie
Internetcie	Lustrumboekcie
Meeloopdagcie	(Lustrum) Galacie
PC	(Lustrum) Kluscie
Promcom	Lustrum Openingscie
Redactie	Lustrum Reünistendagcie
ROK	Lustrum Sponsorcie
Sportcie	Ouderdagcie
Team International	Sollicie
Workgroup Association Animals	Sticie
	(Lustrum) Symposiumcie
	Véater
	Weekendcie

2. A vacancy for a position in a committee will be put on the ‘Vacancies’ in the agenda of the rigro and in the newsletter.
3. Appointment of committee members occurs as recommendation of the Board.
4. Board Member President acts as a liaison between the Board and the Almanakcie, Lustrumcie, Véater, and Workgroup Association Animals.
Board Member Treasurer acts as a liaison between the KCCs and the Board.
Board Member Education Commissioner I acts as a liaison between the Meeloopdagcie, Ouderdagcie, and ROK and the Board.
Board Member Education Commissioner II acts as a liaison between the rep MAM and indirectly to the EC-MAM, the PC, and Sticie and the Board.
Board Member Commissioner Internal Affairs acts as a liaison between the Akcie, Buitexcie, DoMiBoCo, Flitscie, (Lustrum) Galacie, Lustrumboekcie, (Lustrum) Kluscie, Lustrum Openingscie, Promcom, Sportcie, Team International, and Weekendcie and the Board.
Board Member Commissioner External Affairs acts as a liaison between the (Lustrum) Bedrijvendagcie, Discusscie, Internetcie, Lustrum Reünistendagcie, Lustrum Sponsorcie, Redactie, Sollicie, and (Lustrum) Symposiumcie and the Board.
5. A committee preferably consists of Members. The Buitexcie and the Lustrum Reünistendagcie preferably consist of both Members and non-Members.
6. Every committee that requires financial accountancy appoints a treasurer. The treasurer presents a budget at least two weeks before an activity, which is in line with article 5.3 and 5.4 of the internal regulations, and within four weeks after the activity a settlement is submitted to the Board or the rigro. Before 14 September, an annual account about the past financial year is presented to Board Member Treasurer.
7. At least two committee members, but preferably the entire committee, must be present when the rigro discusses the financial reports.
8. Every committee explains their course of events and further plans during the committee rigro. At least two committee members, but preferably the entire committee, must be present during the committee rigro.
9. Activities must be announced beforehand during the rigro and must be accessible for national and international Members. Information must be provided in English via email, with the exception of Dutch activities.
10. When Members have to subscribe for an activity, the informational email has to be sent before 18.00 h on the working day prior to the day of opening the subscriptions. Subscriptions can be opened from 9.00 h onwards on the working day after the informational email was sent.
11. For activities without subscription and the selling of merchandise, reminder emails should not be sent. For activities with subscription, it is allowed to send one reminder email when subscriptions are not filled yet. An exception is made for activities and merchandise of the Almanakcie, (Lustrum) Bedrijvendagcie, (Lustrum) Galacie, Lustrumcie, (Lustrum) Symposiumcie, and Véater.
12. The final responsibility of the committees lies with the Study association.
13. Non Board Members are not allowed to sign contracts as long as they are not authorised by the Board. Non Members in committees, sub-associations and other entities cannot be authorised by the Board to sign agreements on behalf of the Study association.
14. Representatives of committees must explain their report during discussion in the rigro.
15. The Akcie preferably consists of eight Members, of which one is Board Member Commissioner Internal Affairs. The Akcie supports activities, when needed, for example during the Almanac Ceremony and Véater. Each year the Akcie organises at least the following activities:

- The Introduction weekend;
 - Opening, closing, and New Year's activities;
 - Integration activities in cooperation with other study associations.
16. The Almanakcie preferably consists of eight Members. The Almanakcie issues an Almanac and organises the Almanac Ceremony. For further explanation see chapter 12 Almanac.
 17. The Buitexcie preferably consists of three student members and two teacher members. The BSc thesis coordinator contacts the Study association for the recruitment of student members for the Buitexcie. These student members will be presented by the Board when the BSc thesis coordinator starts the committee.
 18. The Discuscie preferably consists of five Members. The Discuscie organises a discussion evening about a subject that may be of interest for Members of the Study association, preferably five times a year. At least one of those evenings is organised in cooperation with the NZV; this event preferably takes place on the last Thursday of March.
 19. The DoMiBoCo preferably consists of five Members, with it being preferable that at least one of which is writing a thesis at Zodiac. The DoMiBoCo is responsible for the organisation of the weekly DoMiBo on Thursday 16.30 h until 18.00 h.
 20. The Flitscie preferably consists of five Members. The Flitscie takes pictures during Discussion Evenings, Almanac ceremonies, Symposia, Career Days, Lustrum activities, Board Change Drinks, and other activities organised by sub-associations and committees. It is expected that Flitscie members are present during the whole activity. The Flitscie has the DSLR camera, compact camera, and the video camera at their disposal. During other activities of the Study association, the following persons are allowed to use the previously mentioned devices: members of the Flitscie, Board Members, chairmen of committees, board members of sub-associations, all members of the Weekendcie, and chairpersons of other entities.
 21. The Internetcie preferably consists of five Members, one being Board Member Commissioner External Affairs. The Internetcie is responsible for the management of the website of the Study association and the social media accounts of the Study association.
 22. The KCC preferably contains one member who has been Board Member Treasurer, treasurer of the board of a sub-association, or a member of a previous KCC. It is not allowed to be member of a KCC that checks their own annual account or settlement of their own activity. A KCC member should be completely independent of the activity. A former treasurer is not allowed to participate in checking the annual account or settlement of their direct successor. Every year at least four KCCs are established:
 - The KCC Association checks the financial report of the previous financial year.
 - The KCC Almanac checks the financial report of the Almanakcie of the previous year.
 - The KCCs sub-associations check the financial reports of the previous financial year. These KCCs will be appointed to two sub-associations through a lottery.

During a Lustrum year, a KCC Lustrum of the Lustrum.

When a Career Day takes place during an inter lustra year, a KCC Career Day will be established, to check the financial report of the Bedrijvendagcie.

When a Symposium takes place during an inter lustra year, a KCC Symposium will be established, to check the financial report of the Symposiumcie.

When the total of a budget of an activity from a committee, sub-association, or any other entity is equal or higher than € 10,000,- a KCC for the concerning activity will be established. After approval of the financial report in the rigro, discharge is requested for

the committee, sub-association, or other entity through a separate item on the rigro agenda.

23. The Lustrumcie preferably consists of seven Members. De Lustrumcie facilitates the organisation and the coordination of all issues surrounding the Lustrum. For further explanation see chapter 13 Lustrum.
24. The (Lustrum) Bedrijvendagcie preferably consists of six Members, preferably advanced in their study. The Lustrum Bedrijvendagcie consists of at least one member of the Lustrumcie. The Bedrijvendagcie organises the inter lustra Career Day. The Lustrum Bedrijvendagcie organises the Career Day during the Lustrum.
25. The Lustrumboekcie preferably consists of six Members, at least one of which is a member of the Lustrumcie. The Lustrumboekcie issues a booklet during the Lustrum; this booklet functions as a guideline during the Lustrum.
26. The (Lustrum) Galacie preferably consists of six Members. The Lustrum Galacie consists of at least one member of the Lustrumcie. The Lustrum Galacie organises the prom during the Lustrum. The Galacie organises the inter lustra prom.
27. The (Lustrum) Kluscie preferably consists of twelve Members. The (Lustrum) Kluscie performs supportive activities for the Study association.
28. The Lustrum Openingscie preferably consists of five Members, at least one of which is a member of the Lustrumcie. The Lustrum Openingscie organises the opening ceremony of the Lustrum.
29. The Lustrum Reünistendagcie preferably consists of six Members, at least one of which is a member of the Lustrumcie and preferably two are former Members of the Study association. The Lustrum Reünistendagcie organises the Alumni Day during the Lustrum. The Alumni Day must be organised for all the graduates of Veeteelt, Zoötechniek, BDW (BSc Dierwetenschappen), BAS, MAS, MAF (MSc Aquaculture and Fisheries), MMM (MSc Management of Marine Ecosystems), MAM, alumni who have graduated from another Animal Sciences related study, or have studied BLS (BSc Orientation year Life Sciences).
30. The Lustrum Sponsorcie preferably consists of six Members, at least one of which is a member of the Lustrumcie, and Board Member Commissioner External Affairs. The Lustrum Sponsorcie recruits sponsors for the Lustrum.
31. The (Lustrum) Symposiumcie preferably consists of six Members. The Lustrum Symposiumcie consists of at least one member of the Lustrumcie. The Lustrum Symposiumcie organises the Symposium during the Lustrum. The Symposiumcie organises the inter lustra Symposium.
32. The Meeloopdagcie preferably consists of five Members. The Meeloopdagcie organises five Walk Along Days each year, in cooperation with the study advisor(s) and Board Member Education Commissioner I.
33. The Ouderdagcie preferably consists of five Members which are in their second year of BAS or external transfer students in their first year MAS. The Ouderdagcie organises the Parents' Day for the parents of second year BAS students and first year external transfer students. The Parents' Day is organised once a year.
34. The Promcom preferably consist of four Members. The Promcom takes care of the Study association's promotion material.
35. The Redactie preferably consist of six Members. The Redactie publishes 'De Veeteler', the Study association's magazine, ten times a year. The Redactie is accountable for editorial documents to the rigro. Permanent headings of 'De Veeteler' are preferably: Agenda, Colophon, 'Education ROKs', and 'Rigroreus' or 'Rigroreuzin'.
36. The ROK preferably consists of eight Members, including Board Member Education Commissioner I and Board Member Education Commissioner II. The ROK prepares

meetings on current educational issues. These current educational issues must be discussed by the ROK, which does not imply that the rigro must keep away from subjects to be pursued. The ROK investigates educational issues concerning the Animal Sciences programme.

37. The Sollicie preferably consists of four Members, preferably advanced in their study. The Sollicie organises a Job Application Course at least once a year.
38. The Sportcie preferably consists of four Members. The Sportcie preferably organises five sporting activities a year.
39. The Sticie preferably consists of three Members who are working on an internship or are in the preparatory phase of an internship. The Sticie publishes or revises a brochure about the course of events concerning the preparation of internships and organises an Internship Information Evening.
40. Team International preferably consists of six Members, of which preferably three international Members, two national Members, and Board Member Commissioner Internal Affairs. Team International organises activities for international Members of the Study association.
41. Véater preferably consists of eight Members. Véater performs the same theatre play twice a year. At least one evening the theatre must be accessible for a non-Dutch speaking audience.
42. The Weekendcie preferably consists of five Members. Every two years, the Weekendcie organises a weekend for Members.
43. Workgroup Association Animals preferably consists of two Members. Workgroup association animals is responsible for contact with Carus about the Study association animals.
44. A revised script has to be submitted to Board Member Commissioner Internal Affairs before 1 October. Continuous committees have to hand in a document for the annual report to Board Member Commissioner External Affairs before 1 October.
45. Non-continuous committees will be abolished if the settlement is approved by the Board or in the rigro, the script is revised and is submitted to Board Member Commissioner Internal Affairs, a document for the annual report is submitted to Board Member Commissioner External Affairs, and preferably an article for the Almanac is written. The documents for the annual report and script must be submitted within two months after the approval of the settlement.
46. If a member of a committee is insufficiently committed to the committee and does not or insufficiently carry out his or her tasks on more than one occasion, the Board must be informed. The Board can, in consultation with the committee member, decide that this committee member should leave the committee. The Board can also decide not to mention the contribution of this member to the committee on the Veetelers-Certificate at graduation.
47. Committee Members can only publish a publication on behalf of the Study association after approval from the Board.
48. If the cameras, the video camera, the navigation systems, the drawing pad, the tent, the first aid kit, the megaphone, or the laser pointer of the Study association is damaged or lost due to inappropriate usage by the Board, committee, sub-association or other entity, the Board, committee, sub-association or other entity itself has to pay for the damages or replacement.
49. If the WUR regulations are violated by a committee or sub-association the costs are at the expense of the committee or sub-association.

Chapter 10 Sub-associations

1. A sub-association is a group of Members and non-Members of the Study association that achieves certain goals of the association in its own way.
2. Sub-associations can be acknowledged by a ruling of the rigro with approval of their regulations. Anyone who is interested in the activities of a sub-association can become a member of this sub-association. The board of a sub-association should reflect its members. The majority of the board members must be a Member of the Study association, with a minimum of three. The names of the board members of a sub-association must be known by the Board.
3. Sub-associations can be supported financially by the Study association. Financial guarantee can be received by submitting an annual settlement, followed by an annual account to the Board. The annual budget and the annual account must be approved by the rigro before 1 November of the next financial year. For activities that have a budget and/or settlement with a total higher than or equal to € 500,-, a separate budget and settlement of that activity must be submitted to the rigro and/or the Board for approval. See article 5.3 and 5.4 of the internal regulations.
4. When financial reports are discussed in the rigro, at least two board members of the sub-association must be present, but preferably the entire board.
5. The Study association takes no responsibility for the financial management of the sub-association, when no budget is submitted that has been approved by the rigro or if expenditures outside the budget are made. Debit of the sub-association can only be supplemented after approval of the settlement by the rigro.
6. Sub-associations are allowed to have their own sponsorship deals. Publications of sub-associations, using the name of the sponsor(s), should not be combined with promotional material of the Study association. Sub-associations must get approval from Board Member Commissioner External Affairs before approaching and accepting sponsors. Board Member Commissioner External Affairs must be kept informed of the developments concerning sponsorship.
7. It is recommended to pay for board clothing with logos of sponsors using personal funds, since sponsors can change, and it is not possible to remove the prints on board clothing.
8. The activities of the sub-associations must be announced in advance to the rigro and are accessible for national and international Members of the Study association. Information must be provided at least in English by email.
9. When Members have to subscribe for an activity, the informational email has to be sent before 18.00 h on the working day prior to the day of opening the subscriptions. Subscriptions can be opened from 9.00 h onwards on the working day after the informational email was sent.
10. For activities and the selling of merchandise, reminder emails should only be sent to members of the sub-association.
11. Regulations of the sub-associations cannot contain elements that are contrary to the internal regulations of the Study association.
12. Sub-associations can only publish a publication on behalf of the Study association after approval from the Board.
13. Non Board Members are not allowed to sign contracts as long as they are not authorised by the Board. Non Members in committees, sub-associations and other entities cannot be authorised by the Board to sign agreements on behalf of the Study association.
14. Each board of a sub-association explains their state of affairs and plans for their next activities during the Sub-association rigro.

15. Each board of a sub-association, for which financial accounting is required, must have a treasurer. At least two weeks before an activity that complies with article 5.3 or 5.4 of the internal regulations, the treasurer presents a budget and within four weeks after the activity, the treasurer submits the settlement to the Board for the rigro. At the beginning of the new financial year, at least two weeks before the GMM of the sub-association and before 14 September, a provisional annual settlement of the past financial year, and a budget for the upcoming financial year must be submitted to Board Member Treasurer.
16. Sub-associations:
 - Aquarius;
 - Bestia Turba Ferina;
 - Paarden Fokkerij Club (Horse-Breeding Club);
 - Porculum;
 - Rundvee Fokkerij Studieclub (Cattle Breeding Study Club);
 - Schapen en Geiten Studieclub (Sheep and Goats Study Club).
17. There is an activity budget, to stimulate the organisation of activities by sub-associations. For each activity, sub-associations can request a certain budget that is equal for each participating Member of the Study association, with a maximum per Member per activity per day set by the Board at the start of the academic year. When an activity covers several days, the activity budget can be requested for up to three days. The Board assesses whether the sub-association is entitled to the requested amount. This amount must be used to offer a discount on fees for the Members of the Study association. Every year, during the presentation of the annual budget of the Board, an amount for the activity budget, which is used to supplement the budget, and the maximum amount that can be requested per activity per member per day is proposed by the Board during a rigro. The amount by which this budget is supplemented shall be based on the average profit of the Study association over several recent financial years. Each sub-association has the right to request a maximum of 1/6 of the amount of this budget at the beginning of the academic year.
18. At least two members of the board of each sub-association must be present during the GMMs of the other sub-associations, otherwise the sub-association has to give a treat in the rigro.
19. If the cameras, the video camera, the navigation systems, the drawing pad, the tent, the first aid kit, the megaphone, or the laser pointer of the Study association is damaged or lost due to inappropriate usage by the Board, committee, sub-association or other entity, the Board, committee, sub-association or other entity itself has to pay for the damages or replacement.
20. If the WUR regulations are violated by a committee or sub-association, the costs are at the expense of the committee or sub-association.

Chapter 11 Other entities

1. Other entities are groups of people or individuals that are not covered by the regulations for committees or sub-associations.
2. Other entities can be recognised as such when the rigro approves their regulations. Aside from Members of the Study association, non-Members can also be a part of other entities, up to a maximum of one third of the number of participants of this other entity.
3. Other entities have no board. When financial accounting is required, a treasurer must be appointed for the other entity. Every year, a contact person and possibly a treasurer must be announced to Board Member President.
4. A vacancy for a position will be added to the 'Vacancies'.

5. Appointment of members of the other entities takes place on the recommendation of the Board.
6. The finances are managed by the treasurer of the other entity.
7. The other entity is allowed to organise extra activities, provided that the activities of the Study association do not overlap, unless an agreement was made about the overlap.
8. When another entity organises an activity, a budget and settlement must be submitted for approval in the rigro. The Study association takes no responsibility for the financial management of the activities of the other entity, if no budget has been submitted, or if expenditures outside the budget are made. Each activity preferably breaks even. If the budget or settlement is approved, the Study association accounts for any profit or loss.
9. When financial reports from the other entity are discussed in the rigro, at least two members of the other entity must be present, but preferably all the members of the other entity.
10. Every year a starting capital is established in consultation with the Board.
11. The activities of the other entities must be announced in advance in the rigro and are open to all national and international Members of the Study association. Information must be provided at least in English by email.
12. Regulations of the other entities should not contain any items in conflict with the law of the Study association.
13. Other entities may only publish publications in the name of the Study association, after approval by the Board.
14. Non Board Members are not allowed to sign contracts as long as they are not authorised by the Board. Non Members in committees, sub-associations and other entities cannot be authorised by the Board to sign agreements on behalf of the Study association.
15. The other entities explain their state of affairs and plans for their next activities during the committee rigro.
16. If the cameras, the video camera, the navigation systems, the drawing pad, the tent, the first aid kit, the megaphone, or the laser pointer of the Study association is damaged or lost due to inappropriate usage by the Board, committee, sub-association or other entity, the Board, committee, sub-association or other entity itself has to pay for the damages or replacement.

Chapter 12 Almanac

1. The Almanac is published by the Almanakcie. This committee preferably consists of eight Members. The Almanac and the Almanac Ceremony should preferably be financed from the revenues of advertisements placed in the Almanac. In addition, the committee receives per beneficiary member an annual amount to be determined. The committee is preferably set up in December. The committee must submit a budget in mid-March. In the meantime, at least one financial interim report is submitted, which must be approved by the rigro. The Almanac should be presented around November. Members, donors, patron(ess), honorary members, (main) sponsors, advertisers in the Almanac, and boards of study and student associations get an Almanac. Within two months after the publication of the Almanac, the committee must submit a settlement for approval in the rigro. This settlement can contain debtors.
2. The Almanakcie consults with the Board what the agreements will be in terms of profit or loss, depending on the financial status of the Study association. The financial status of the Study association will be notified to the Almanakcie. Any profit or loss is accounted for by the Study association.
3. The Almanakcie is abolished once all outstanding debts have been collected, the creditors have been paid, the settlement has been approved in the rigro, discharge for

the committee has been granted by the rigro, the script is revised and is submitted to Board Member Commissioner Internal Affairs, and a document for the annual report is submitted to Board Member Commissioner External Affairs. The donations from donors will then be available for the Study association, until the new Almanakcie is established.

4. Each year the Board will determine, in agreement with the Almanakcie, a limit for sponsoring income, desired printing costs, and the number of copies of the Almanac.

Chapter 13 Lustrum

1. The Lustrum of the Study association must be celebrated every Lustrum year. This event must be organised by the Lustrumcie. This committee preferably consists of seven Members. Its purpose is to organise the Lustrum and to coordinate the activities of the Lustrum Bedrijvendagcie, Lustrumboekcie, Lustrum Galacie, Lustrum Kluscie, Lustrum Openingcie, Lustrum Reünistendagcie, Lustrum Sponsorcie, and Lustrum Symposiumcie.
2. The committee will be established at least one and a half years in advance.
3. For activities that have a budget and/or settlement with a total higher than or equal to € 500,-, a separate budget and settlement of that activity must be submitted to the rigro and/or the Board for approval. See article 5.3 and 5.4 of the internal regulations. A financial interim report must also be submitted twice, which must be approved by the rigro.
4. Preferably within six months after the last activity, the Lustrumcie must submit a final settlement to the rigro. This final settlement can be approved including debtors.
5. The Lustrumcie is abolished when all debts have been collected, the creditors have been paid, the settlement has been approved in the rigro, discharge to the committee has been granted by the rigro, the script is revised and is submitted to Board Member Commissioner Internal Affairs, and a document for the annual report is submitted to Board Member Commissioner External Affairs.
6. Each year, the Study association reserves an amount of € 1,800,- as the main sponsorship of the Lustrum.
7. The Lustrum will, at least, include an Opening Reception, Career Day, Symposium, Prom, and Alumni Day. A Lustrum book is made as well.
8. The inter lustra fund is created to pay for the expenditures of a Career Day, a Prom, and a Symposium outside the Lustrum. Every year, a certain amount from the sponsor money of main sponsors and sub sponsors is reserved for the inter lustra fund in accordance with the contract. This is divided over a Career Day, a Prom and a Symposium outside the Lustrum.

Chapter 14 Subsidies

1. For other activities that are organised for Members, a request for subsidy of the Study association must comply with the following criteria:
 - a. Only activities of the Study association are eligible for subsidy by the Study association.
 - b. The grant is only given for activities that are accessible to all Members of the Study association.
 - c. A clear relation should be present between the activity to which subsidy is granted and the Animal Sciences educations.

- d. An activity with an integral character, between students, but also between students and other members of the Zodiac-community, is preferred with regards to granting a subsidy.
 - e. It should be reviewed whether other sources of income exist, for example alternative subsidies.
 - f. For each subsidy request a budget must be submitted for approval in the rigro.
 - g. After each activity to which subsidy was granted, a settlement must be submitted for approval in the rigro.
 - h. An activity to which subsidy is granted, should be given publicity through posters, the rigro and, if possible, the Study association's magazine.
 - i. New activities should be stimulated. If necessary, a subsidy option exists, for example in the form of a guarantee to start this activity. These activities must in any case comply with points 1a and 1b and with one of the points 1c and 1d. This also applies to new activities within committees that are supposed to break even.
 - j. Per activity the Board determines an amount that must be approved by the rigro.
 - k. Subsidy request must be motivated on the basis of the previous points.
2. The rigro decides in all cases whether or not to give a subsidy.

Chapter 15 Department of Animal Sciences

1. The Department of Animal Sciences should be in contact with the OR. It is possible that one student of Animal Sciences and/or one student of Biology consults with the OR.

Chapter 16 Final conditions

1. The law of the Study association is understood: the statutes and internal regulations.
2. Exemption of an article or part of an article is only possible at the suggestion of the Board, a committee, the board of a sub-association, another entity, or at least seven Members, with at least two-third of the number of valid votes in favour, as established during the rigro.
3. These internal regulations come into force on Wednesday 17 March 2021. All previous internal regulations and provisions therein have expired.
4. The rigro decides in all cases that the law of the Study association does not provide. In cases when the rigro cannot be consulted, the Board decides.

EXPLANATORY LIST

- AID refers to the Annual Introduction Days of the WUR.
- Akcie refers to the Activities committee.
- Almanac Ceremony refers to the Zootechnical Almanac Ceremony.
- Almanac refers to the Zootechnical Almanac.
- Almanakcie refers to the Almanac Committee.
- ASG refers to the Animal Sciences Group of the WUR.
- BAS refers to BSc Animal Sciences.
- Bedrijvendagcie refers to the Career Day committee.
- Board refers to the Board of Study association "De Veetelers".
- BTF refers to Bestia Turba Ferina.
- Buitexcie refers to the Foreign excursion committee.
- Carus refers to the research facilities of the Department Animal Sciences.
- CAS refers to Committee Activities Support.
- cgrep refers to chair group representative.
- Chair representatives refers to chair group representatives, representative MAM, PC-members, ROK-members, members of the EC-MAM, and the OR.
- Committees refers to committees of Study association "De Veetelers".
- DB PC refers to the daily board of the Programme Committee Animal Sciences.
- 'De Veeteler' refers to the Study association's magazine.
- Discuscie refers to the Discussion committee.
- DoMiBo refers to the weekly Thursday afternoon drink.
- DoMiBoCo refers to the Thursday Afternoon drink committee.
- EC-MAM refers to the Education Committee MAM.
- ECTS refers to European Credit Transfer System.
- Flitscie refers to the photograph committee.
- Forum refers to an education building of WUR.
- Galacie refers to the Prom Committee.
- GMM refers to the General Members Meeting of sub-associations.
- Internetcie refers to the Internet Committee.
- KCC refers to the Treasury Control Committee.
- Kluscie refers to the committee that supports activities of Study association "De Veetelers".
- Lustrum Bedrijvendagcie refers to the Lustrum Career Day Committee.
- Lustrum Galacie refers to the Lustrum Prom Committee.
- Lustrum Kluscie refers to the committee that supports activities of the Lustrumcie.
- Lustrum Openingscie refers to the Lustrum Opening Committee.
- Lustrum refers to the Lustrum of Study association "De Veetelers".
- Lustrum Reünistendagcie refers to the Lustrum Alumni Day Committee.
- Lustrum Sponsorcie refers to Lustrum Sponsor Committee.
- Lustrum Symposiumcie refers to the Lustrum Symposium Committee.
- Lustrumboekcie refers to the Lustrum Book Committee.
- Lustrumcie refers to Lustrum Committee.
- MAM refers to MSc Aquaculture and Marine Resource Management.
- Mandate refers to written proof that someone else has been allowed to vote for another member or to sign on behalf of the Study association.
- MAS refers to the MSc Animal Sciences.
- Meeloopdagcie refers to the Walk Along Day Committee.

- Members refers to Members of Study association "De Veetelers".
- NZV refers to the Dutch Zootechnical association.
- OR refers to the Works Council of the Animal Sciences Group.
- Orion refers to an education building of WUR.
- Ouderdagcie refers to the Parents Day Committee.
- PC refers to the Programme Committee Animal Sciences.
- PFC refers to the Paarden Fokkerij Club (Horse-Breeding Club).
- Promcom refers to the Promotion Committee.
- Radix refers to an education and research building of WUR.
- Redactie refers to the editorial committee of 'De Veeteler', the Study association's magazine.
- RFS refers to Rundvee Fokkerij Studieclub (Cattle Breeding Study Club).
- Rigro refers to richtings groep overleg (direction group consultation). This is the Members meeting that currently takes place on Tuesday afternoon in lunchbreak in Zodiac or in Forum. The term also refers to additional Member meetings at other times and/or locations.
- ROK refers to richting onderwijs kern (direction educational core); the education committee.
- SGSC refers to Schapen en Geiten Studieclub (Sheep and Goats Study Club).
- Sollicie refers to the Job Application Course Committee.
- Sportcie refers to the Sports Committee.
- SRE refers to Student Representatives Evening.
- Sticie refers to the Internship Information Committee.
- StuVOWa refers to studieverengingen overleg Wageningen (study associations consultation Wageningen).
- STuCom refers to studie commissarissen overleg (Study Commissioners meeting).
- Study association refers to Study association "De Veetelers".
- Sub-associations refers to the sub-associations of Study association "De Veetelers".
- Symposiumcie refers to the Symposium Committee.
- UFW refers to the University Fund Wageningen.
- VATS refers to Varken aan 't Spit (Pig on the Spit) evening.
- Véater refers to the Theatre Committee.
- Weekendcie refers to the Weekend Committee.
- WUR refers to Wageningen University & Research.
- Zodiac refers to an education and research building of WUR.