

## F1 Minutes of 2023 General Assembly

Organization: CDN  
Resolution date: 12.03.2023  
Agenda item: 1. Formalities

### Motion text

- 1 Minutes of the [2023 General Assembly](#) was published on the CDN website within a
- 2 time set by the IRPs.
- 3 [Acces here.](#)
- 4 \*Link:
- 5 [https://static1.squarespace.com/static/65ccbc7d223cc759efa7aacf/t/660eb5f5036a7b-](https://static1.squarespace.com/static/65ccbc7d223cc759efa7aacf/t/660eb5f5036a7b-586638894b/1712240117541/Minutes_CDNGA23.pdf)
- 6 [586638894b/1712240117541/Minutes\\_CDNGA23.pdf](https://static1.squarespace.com/static/65ccbc7d223cc759efa7aacf/t/660eb5f5036a7b-586638894b/1712240117541/Minutes_CDNGA23.pdf)

## IR Internal Rules of Procedure

Organization: CDN

Resolution date: 12.03.2023

Agenda item: 3. Organisational and Governance Documents

### Motion text

#### 1. Introduction:

1. These rules of procedure are supplementary and subordinate to the Statutes of Cooperation and Development Network Eastern Europe, hereinafter referred to as CDN.
2. These rules of procedure regulate the implementation of the Statute.
3. In case of contradiction between the Statute and the Rules of Procedure, the former shall prevail.

#### 2. General Assembly Rules of Procedure:

1. The rules of procedure for the efficient realization of the General Assembly (GA) shall be shown and explained at the beginning of every General Assembly.
2. GA announcement and preparation:
  1. The location of the General Assembly is to be decided by the Executive Committee based on an open call for the host organisation of the CDN General Assembly.
  2. The open call for the host organisation has to be sent at least 120 days before the General Assembly by the Secretariat.
  3. If the capacity allows, the study visit for potential host organisation should be organised at least 45 days before General Assembly.
  4. The open call for amendments on the documents of CDN, open call for new Member organisations and the open call for new Executive Committee members have to be sent at least 60 days before the General Assembly by the Secretariat.

- 25 5. These open calls are to be sent together with relevant  
26 applications and other relevant information included.
- 27 6. The collection of all open calls, applications, working group  
28 reports and other internal documents needed during the  
29 preparation of the General Assembly is included in the file  
30 called CDN General Assembly preparation – internal documents,  
31 available in the Secretariat.
- 32 7. Changes of these internal documents from 2.2.6 are subject to  
33 the EC decision and all of these changes should be presented  
34 to the following General Assembly.
- 35 8. Application procedures for membership, and observership:  
36 ■ The Executive Committee has to formulate a report on the  
37 membership application. This report must be written  
38 along the membership criteria.  
39 ■ The membership application has to be put on the agenda  
40 of the General Assembly.  
41 ■ Representative of a candidate which is running for  
42 membership, or observership has to present the  
43 application. If no one to present the organisation is  
44 present on the GA, someone from the EC has a mandate to  
45 do it.  
46 ■ After the presentation of the application, one EC member  
47 has to report from the Executive Committee on the  
48 application membership to the General Assembly
- 49 9. The draft agenda has to be decided by the Executive Committee.
- 50 10. The announcement of the date and location of the General  
51 Assembly has to be sent out by the Secretariat to all member  
52 organisations 90 days in advance of the General Assembly. The  
53 official invitation to the General Assembly including a draft  
54 agenda has to be sent out 90 days in advance.
- 55 11. Each member organisation shall inform the Secretariat of the  
56 names of their representatives at 45 days before the General  
57 Assembly. Each Member and organisation can send as many  
58 representatives as it can afford.
- 59 12. Every second delegate of MOs and POs has to pay participation  
60 fee of 10 EUR, unless they are younger than 25.
- 61 13. Any member organisation may propose changes on the agenda.  
62 If  
63 the proposal is sent five days before GA it has to be  
circulated through the Network.

14. Amendments to the documents of CDN and resolutions can be submitted by the Executive Committee, any Member organisation or working group 15 days prior to the GA.
  1. In case of amendments to amendments as well as amendments to the resolutions the compromise can be reached between the proposers during the GA and a new version/alternative can be suggested.
  2. Emergency resolutions can be submitted after the deadline but no later than the opening of the General Assembly. The Executive Committee should decide if the resolution is eligible to be discussed and voted on.
15. Applications for new Member, and Observer organisations and applications for new Executive Committee members have to be submitted according to the Open call latest 30 days prior to the GA.
16. If the minimum criteria from the Statutes are not met, the Open call will be extended till the first day of the GA.
17. Amendments on the documents of CDN, applications for new Member and organisations and applications for new Executive Committee members (together with other necessary documents requested in the call) will be sent to the Network at least 10 days before the General Assembly if sent to the Secretariat until that point.
18. The legal fulfilment of all obligations of the General Assembly described in Statutes and the IRPs has to be validated by 2/3 majority of the present organisations before the start General Assembly. This is verification that GA is entitled to make valid decisions according to the quorum prescribed by the Statutes and IRPs.
19. At least 30 days before the General Assembly Presidency, consisting of at least 3 and maximum of 6 persons, is to be selected by the EC of CDN and ratified by the GA. The main responsibilities of the Presidency is to:
  - chair the meeting;
  - give word to the presenters;
  - read out the amendments;

- moderate the discussions;
- make the call for voting;
- count votes after each voting;
- make sure that voting and elections are taken according to the IRPs and Statutes
- take down the minutes of the GA

20. The presidency members cannot be running for any positions, or be members of organisations that are running for membership of

CDN, they should be unbiased and cannot make content-related comments regarding any of the candidates or amendments.

21. The General Assembly has to approve the final agenda before any further proceedings can take place.

22. Once approved, the agenda can be modified during the General Assembly by 2/3 majority.

23. EC recommends the number of members to be elected for the new EC. This recommendation should be announced in the call for the EC candidates. The General Assembly confirms the decisions by 2/3 majority.

### 3. Voting and elections:

1. Every Member organisation has two votes on the General Assembly. Votes can be distributed between one or two delegates attending General Assembly. Candidates for the Executive Committee do not have voting rights.
2. Unless otherwise determined, votes are taken by showing the voting card. If any of the delegates propose secret voting it should be put on vote and if passes by simple majority, secret voting should take place
3. Each delegate entitled to a vote shall have a voting card.
4. Elections for EC and candidate MOs, POs and OOs must be by secret voting.
5. The quorum can be questioned at any time by any delegate.

- 131 6. Definition of voting majorities:
- 132 ■ Present votes at the General Assembly: all registered
- 133 votes at the beginning of a General Assembly;
- 134 ■ Supermajority : At least 2/3 of present votes;
- 135 ■ Absolute majority: 50% plus one vote of present votes;
- 136 ■ Simple majority: the highest number of all present
- 137 votes.
- 138 7. Majorities needed for decisions:
- 139 ■ Activity Report of present year: 2/3 majority in favour
- 140 of present votes at the General Assembly is required.
- 141 ■ Financial Report of present year: 2/3 majority in favour
- 142 of present votes at the General Assembly is required.
- 143 ■ In case of disapproval by the General Assembly, the
- 144 Activity and the Financial Report for the previous year
- 145 has to be redone by the new Executive Committee based
- 146 on
- 147 the comments of the GA within the next 2 months and
- 148 distributed to the MOs. For approval a 2/3 majority in
- 149 favour of all MOs by email is needed within 30 days.
- 150 8. For the membership in CDN as a MO/OO a 2/3 majority in favour
- 151 of the present votes at the General Assembly is required.
- 152 9. For becoming member in the CDN Executive Committee a 2/3
- 153 majority in favour of all present votes at the General
- 154 Assembly is required.
- 155 10. If several candidates get more than two third majority in
- 156 favour of all present votes than the highest number of votes
- 157 in favour will decide.
- 158 11. If one or more candidates get less than 2/3 majority in favour
- 159 of all present votes at the General Assembly, then in case
- 160 of:
- 161 ■ 1 candidate: the place in the Executive Committee
- 162 remains empty
- 163 ■ 2 candidates: an absolute majority of present votes in
- 164 favour at the General Assembly in a second round is
- 165 required. If both candidates get more than an absolute
- 166 majority than the candidate with the highest number of
- 167 votes in favour will pass. In case there is a draw among
- 168 the candidates, the next round of voting should be done
- among those two. The candidate with a higher number of

votes and absolute majority will become the next member of EC. In case there is a draw again or none of the candidates reach absolute majority, the spot in the EC will be left vacant.

- 3 or more candidates: The candidate with the highest number of votes considering they have absolute majority in favour in the second round will pass. In case there is a draw among two or more candidates, the next round of the voting should be done among those candidates. The

candidate with a higher number of votes and absolute majority will become the next member of EC. In case there is a draw again a third round of election should take place. In case there is a draw again or none of the candidates reach absolute majority, the spot in the EC will be left vacant.

12. Statute voting procedure is explained in detail in the Statutes.

13. IRP voting procedure:

- Simple amendments require absolute majority in favour of all present votes at the General Assembly;
- Whole Chapters require 2/3 majority in favour of present votes at the General Assembly;
- Whole document requires 2/3 majority in favour of all present votes at the General Assembly.

14. Political Platform voting procedure:

- Simple amendments require absolute majority in favour of all present votes at the General Assembly;
- Whole Chapters require 2/3 majority in favour of present votes at the General Assembly;
- Whole document requires 2/3 majority in favour of all present votes at the General Assembly.

15. The Strategy statement, resolutions and any other documents of CDN requires an absolute majority in favour of all present votes at the General Assembly.

16. The Financial Plan of CDN requires a 2/3 majority in favour of all present votes at the General Assembly. The Financial Plan has to be approved before closing the General Assembly.

17. The Activity Plan of CDN requires a 2/3 majority in favour of all present votes at the General Assembly.
18. In case of disapproval, changes can be done during the meeting to put the Activity Plan of CDN for the present year to vote again. In case of further disapproval, a new Activity Plan for the present year based on the comments of the General Assembly has to be done by the new elected Executive Committee and distributed to the Member organisations within 2 months for voting by email. A 2/3 majority in favour of all Member organisations is required within 30 days.
19. Activity and Financial Report should be presented in comparison with respective Activity and Financial Plan for the same year (adopted on previous GA), including deviations and reasons for the same.

#### 4. Minutes:

1. The Minutes are to be written by members of the presidency. The Minutes are to be passed on from the Secretary General within 21 days after the end of the General Assembly to all Member and organisations.
2. The Minutes of the General Assembly has to include all resolutions, decisions, motions and votes together with the necessary explanatory information.
3. The list of the delegates is annexed to the minutes of the session.

#### 3. Executive Committee rules and procedures:

1. After the end of the General Assembly, the new Executive Committee shall have its first meeting together with the members of the former Executive Committee.
2. The summary of the minutes of the live EC meetings has to be published latest 30 days after the EC meeting, unless there are justified circumstances and accompanied by an explanation by the Secretariat.
3. On every Executive Committee Meeting the last meeting's minutes should be checked and approved.
4. Each physical meeting should be announced to the Network at least 15 days prior to the meeting and regular e-meeting time should be published at website



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- 243 5. Comments, suggestions and proposals can be sent by any MO and these  
244 motions have to be discussed during the meeting.
- 245 6. Each Executive Committee Meeting has a standard form for the Agenda  
246 of the Meeting. This form should be completed and sent to the EC  
247 list at least five days prior to the meeting.
- 248 7. The Agenda should be annexed by documents and information needed to  
249 further explain points of the Agenda.
- 250 8. The list of issued calls and report of official correspondence  
251 should be prepared for every Executive Committee Meeting.
- 252 9. The Executive Committee can make decisions on a non-objection basis  
253 between the meetings, unless requested otherwise by one of the EC  
254 members or by the Sec-Gen and in that case this issue has to be on  
255 the Agenda on the following Executive Committee Meeting.
- 256 10. In case of EC member's unnotified absence for over 30 days, the rest  
257 of the EC has a right to co-opt a new person until the end of their  
258 mandate upon:  
259     ■ exhausting the means of reaching out to the missing EC member;
- 260     ■ informing the Member Organisations about it.
- 261 1. The new EC member should be co-opted by consensus of all the  
262 remaining EC members after a dedicated discussion. When  
263 possible, the new EC member will be elected in a democratic  
264 way, via online election of registered delegates. This person  
265 should be satisfying the EC candidate criteria stated in the  
266 previous GA calls.
- 267 11. In case of EC member's notified absence for more than 45 days, the  
268 EC has right to co-opt a new person based on the same principles as  
269 in the previous point. Exceptions can be made for force majeure  
270 situations like war, etc.
- 271 12. In case of SS violation or harm to the organisation by an EC member,  
272 their continuation or termination of mandate can be decided by a 2/3  
273 majority vote within the EC. If SS violator is a member of the  
274 secretariat, their contract may be terminated by a 2/3 majority vote  
275 from EC. The person who is subject to vote does not participate in  
276 the voting, and the 2/3 majority is defined by the number of members  
277 in the EC with a voting right.
- 278 13. The procedure for decisions on non-objection basis:  
279     ■ A deadline shall be set by the Secretary General for the EC  
280 members to give their vote on the issue concerned.

■ In case one of the EC member does not give their vote in due time, their vote will be automatically counted as positive (approval).

■ Derogation from this is accepted only if the respective EC member has announced in advance to the rest of the EC and Secretariat that they will not be available for communication for a certain period of time that coincides with the decision-making period.

■ In this case the decision is either postponed until all EC members are available or the vote of the absent EC member will be counted as they specify in their note of absence

14. The Executive Committee can establish financial regulations concerning travel expenses for participants at any CDN activity or meeting of CDN bodies within the confines of the Financial Plan. Unless other financial regulations are decided upon by the EC the general rule for all CDN events is that participants who are subject to reimbursement can only get reimbursed for their travel costs only in the case of 85% of their attendance of official programme (exceptions can be made under adequately justified circumstances).

15. These financial regulations have to be transparent to all which are subject to that.

16. The Executive Committee should comprise of 5-7 people with different responsibilities::

■ Chairperson

■ Treasurer

■ Secretary

■ eventually Vice-Chairpersons

1. The Treasurer is obliged to make a financial update to the EC at every physical meeting (including general expenditures and incomes). The treasurer also presents a detailed annual financial report to the MOs and POs at the General Assembly at the end of their mandate.

17. These Executive Committee positions are to be chosen by Executive Committee members from amongst themselves and this decision has to be published.

18. In case of the lack of capacities, the Executive Committee has a right to delegate a person outside of the EC (member of MO, OO, alumni, WG member, etc.) to represent CDN on certain occasions. A written report has to be presented to the Executive Committee during 10 days after the end of the event.

- 321 19. All EC members should be coming from the countries of Central and  
322 Eastern Europe and located in the countries of Central and Eastern  
323 Europe, or the neighbouring regions (EU/EEA, North Africa, Middle  
324 East, Central Asia) during the whole mandate. An exception can be  
325 made if EC member travels to different region for a maximum of 2  
326 months period. In case this is not satisfied, the EC has the right  
327 to replace this EC member according to point 3.1.10.
- 328 20. All Executive Committee Members are obliged to respect and represent  
329 the wider interests of CDN and not solely represent the interests of  
330 their organisation.
- 331 21. Executive Committee tasks include the following:
- 332 ■ Work on the implementation of CDN's Activity Plan, approved by  
333 the General Assembly (including project writing, coordination,  
334 implementation and reporting);
  - 335 ■ Maintaining close and continuous communication with Member  
336 organisations;
  - 337 ■ Monitoring work-flow of the Working Groups;
  - 338 ■ Representing and promoting CDN during its and partners'  
339 activities;
  - 340 ■ Answering challenges and making decisions throughout the year,  
341 between GAs, based on the CDN Strategy and CDN's best  
342 interest;
  - 343 ■ Actively participating in the regular (biweekly) EC meetings .
  - 344 ■ Keeping track of the well-being of CDN's Office
- 345 4. Study visits
- 346 1. The study visit is the tool to get an overview of an organisation.
  - 347 2. The EC mandates one or several persons to perform the study visit.
  - 348 3. Project study visit is obligatory for every international project  
349 and activity of CDN and it must gather all necessary information  
350 concerning the activity, capability and ability of an organisation  
351 especially concerning their obligations as a host organisation  
352 (including the preparation, facilities, local circumstances and  
353 hosting environment of the activity).
  - 354 4. At the end of the study visit, the appointed persons have to send  
355 the report on the study visit to the members of the EC, not later  
356 than 45 days after the study visit. The report has to provide clear

and objective picture of the situation so that, based on that Report, the EC members can make relevant decisions.

## 5. Member, and Observer organisations:

1. The definition of Member and organisation is explained in detail in the Statutes.
2. Observer organisations have the right to fully participate in CDN's events and Working Groups. Furthermore, observer organisations have the right be present at the General Assembly. Reimbursement of travel costs to statutory meetings will be done according to CDN's financial possibilities. Observer organisations are not necessarily bound to Eastern Europe geographically but express interest in the political and topical issues of the region and want to get involved and contribute to CDN.
3. Criteria for becoming a Member, or Observer organisation:
  1. General criteria:
    1. Youth organisation (NGO, Youth wing of Green party, youth movements, youth of organisations that are dealing with issues applicable with CDN aims)
    2. Do not need to be registered, but statutes needed
  2. Sustainability criteria:
    1. Not one project-based organisation
    2. Democratic structure (as understood by the GA on an ad hoc basis)
  3. Value and issue criteria:
    1. Compatible with CDN Political Platform
    2. Open for Green values as a whole, even if actions are streamed towards specific issues
  4. All Member, and Observer organisations must name one contact person from their organisation and provide contact details to the Secretariat.
  5. Member, and Observer organisations can send comments, suggestions and proposals to the EC or Secretariat at any time. EC or Secretariat has to reflect to this motion latest 7 days after receiving.

- 391 6. Dismissal and suspension of Member, or Observer organisations  
392 is explained in detail in the Statutes.

## 393 6. Working groups:

- 394 1. The Executive Committee may set up a Working Group if the following  
395 conditions are fulfilled:

- 396 ■ The initiative working group is active for one year and had at  
397 least two meetings;
- 398 ■ Working on a specific topic or goal to achieve that is  
399 according to the Political Platform of CDN and its objectives;
- 400 ■ It has its own aims, goals and has activity plan for the  
401 following year;
- 402 ■ It consists of at least 3 members from different Mos, OOs or  
403 other organisations or interested individuals from different  
404 countries;
- 405 ■ The Executive Committee is keeping the right not to set up the  
406 Working Group even if the conditions above are fulfilled. In  
407 that case is EC has to formulate and published the reasons for  
408 that;
- 409 ■ It is recommended that one EC member is a member of the  
410 Working Group. If there is no EC member in the Working Group  
411 EC has to choose one of its members to follow its work. The EC  
412 has to follow the main developments in the WG and be always  
413 able to update the rest of EC regarding changes in the WG.

- 414 2. The Working Group should have at least one meeting per year.
- 415 3. Working Groups are obliged to send a report on their activities and  
416 plans to the General Assembly.
- 417 4. Working Groups can propose project ideas to the EC and develop them  
418 further with the consultative role of the Project Coordinator and  
419 the EC responsible. CDN will then can apply for the project in the  
420 WG name, the project coordinator will be selected by the Executive  
421 Committee.
- 422 5. Executive Committee can terminate the Working Group if there is  
423 violation of CDN Statutes, IRPs, or Political Platform, if there is  
424 no activity for a year and no initiative for the following year, or  
425 on the wish of the Working Group itself.

- 426 6. Each WG has a right to propose to the GA a social media campaign  
427 that should last a maximum of 2 months. In case the campaign becomes  
428 part of the CDN activity plan, the videos, pictures, texts and any  
429 other materials that will be uploaded on CDN social media, should be  
430 sent to the EC for comments at least 2 weeks before the start of the  
431 campaign and the whole campaign, including the visual identity and  
432 content, should be reviewed and confirmed by the EC and/or  
433 Secretariat.

## 434 7. Prepteam:

- 435 1. Prepteam are temporary bodies for the planning, organisation and  
436 follow- up of specific projects.
- 437 2. Prep team members are selected by the EC via an open call. In case  
438 of prep team member opting out, EC can co-opt a new prepteam member.
- 439 3. At least one EC member should be part of the prepteam and be a  
440 communication person between prepteam and EC.
- 441 4. Prepteam can take decisions regarding the project independently and  
442 can consult EC for a support or in case of internal problems.

## 443 8. Office rules and procedures:

- 444 1. The daily work of the Network is carried out by the  
445 Office/Secretariat under the responsibility of the Secretary  
446 General.
- 447 2. The Secretary General is responsible for the legal representation of  
448 the organisation; managing the secretariat; coordinating the work of  
449 the Executive Committee; supervising the HR processes; supervising  
450 statutory activities; overseeing finances with the relevant employee  
451 and a treasurer; overseeing external communication; keeping good  
452 communication with partners and relevant stakeholders; representing  
453 the organisation to 3rd parties; tracking and monitoring major  
454 political and social developments throughout Eastern Europe.
- 455 3. The Secretary General has to be selected by the 2/3 majority of the  
456 Executive Committee.
- 457 4. All members of the office are appointed by the Executive Committee  
458 based on the proposal by the Secretary General. EC cannot dismiss  
459 any member of the office without the consultation of the Secretary  
460 General.

- 461 5. The office is responsible for:
- 462 ■ Daily Management of the organisation;
- 463 ■ Supervising of development and responsibility of all formal
- 464 contract obligations of projects towards funders;
- 465 ■ External communications with 3rd parties (administrative
- 466 responsible contacts) i.e. fundraiser, organisations;
- 467 ■ Coordination and facilitation of the CDN Activity Plan and
- 468 Strategy Statement;
- 469 ■ Support of the EC work and facilitation of EC meetings;
- 470 ■ Reporting of all of its responsibilities to the EC;
- 471 ■ Other duties and responsibilities of the office are explained
- 472 in the internal documents of CDN and secretariat contracts.
- 473 6. The detailed explanation of the work and responsibilities of the
- 474 members of the office are written and described their contracts.
- 475 7. The Executive Committee has to publish an open call for candidates
- 476 for any paid position longer than 3 months.
- 477 8. Short term employees for up to 3 month can be excluded from the open
- 478 call.
- 479 9. The selection criteria for an employee will be decided by the
- 480 Executive Committee.

481 **9. Age limitations in events and structures:**

- 482 1. Participants of CDN events can't be older than 35 at the moment of
- 483 applying, while only 15% can be older than 30;
- 484 2. Prep Team members can't be older than 35 at the moment of applying
- 485 for PT, while only 1/4 can be older than 30;
- 486 3. EC members can't be older than 35 in at the moment of applying for
- 487 EC, while only 1/4 can be older than 30
- 488 4. Office members can't be older than 35;
- 489 5. WG members should not be older than 35;

- 490 6. Members of temporary structures (presidency, electoral committee,  
491 etc.) can't be older than 35 years old;

## 492 10. CDN Events

- 493 1. In order to minimise the environmental impact of our events, all  
494 participants, PT members, EC, office, guests and trainers should be  
495 travelling by land to CDN events, in case their trip would last less  
496 than 15 hours. An exception can be made for people that have health-  
497 related issues, or urgent obligations that do not allow them to have  
498 long travels (e.g. work, exams, etc.).
- 499 2. At events CDN and LPT should strive for participants to have  
500 sustainable and nutritiously balanced vegan or vegetarian diet,  
501 unless they require different nutrition based on their medical  
502 requirements.



## PL Political Platform

Organization: CDN

Resolution date: 12.03.2023

Agenda item: 3. Organisational and Governance Documents

## Motion text

### 1 Introduction

We, the Cooperation and Development Network Eastern Europe (CDN), are committed to upholding and advancing the values of the Green movement. We believe that the well-being of people and the flourishing of the environment are closely linked and that one cannot defend the interests of one while forgetting the other.

We are convinced that a radical change of our current social, political, and economic institutions is necessary. Eastern Europe – where issues such as corruption, armed conflicts, pollution and discrimination loom large – can only profit from a Green vision. We strive for a world in which human rights are upheld, the genders are truly equal, people actively participate in democracy, minorities are included, and the environment is protected. We believe that human and social rights are fundamental everywhere and that global affairs must be conducted in a spirit of peace, solidarity and fairness.

As Greens, we know that our values are interrelated and that solutions are sustainable only when these values mutually support each other.

This document lays out the values that inform and motivate our actions.

### 1. Democracy

We believe in democracy as one of the cornerstones of a free and just society. Democracy includes more than just elections – a strong and fair institutional framework, free and diverse media, human rights, and economic and social equality are all crucial. It is especially important that our political structures are inclusive and give a voice to minorities and the disenfranchised.

We strive for a democracy that enables and encourages active participation in the shaping of our common future.

### Democracy

We believe in democracy as the fairest way of governance. But for democracy to fulfil this promise all citizens must have equal rights and the capacity to be involved in decision-making processes. Election systems must be representative and inclusive in order to give a voice to the disenfranchised and to avoid the unjust accumulation of power. We support self-governance at the grass-root level as the most non-discriminatory and just manifestation of democratic governance. We believe in self-determination as all people's right to pursue their

33 independent political status or cultural development without external  
34 interference.

35 We stand for actively engaged civil society as an integral part of democracy. An  
36 appropriate environment for a sustainable and well-functioning civil society is  
37 of utmost importance for the development and stability of democratic practices.  
38 Voluntary action and active citizenship is important tool to strengthen  
39 democracy.

40 We demand:

- 41 • democratic governance in all social and political institutions;
- 42 • the implementation of grass-root methods on all levels of governance;
- 43 • the support decentralisation policies;
- 44 • that community activism and human solidarity be encouraged by the  
45 legislative framework;
- 46 • the recognition and validation of voluntary work by employers and  
47 educational institutions;
- 48 • the guarantee of youth participation in institutional politics;
- 49 • that the voting age is lowered to at least 16.

## 50 Human rights and the rule of law

51 We believe that human rights are universal. A democratic society must ensure the  
52 protection of individual liberties, human rights and the rights of minorities.  
53 Freedom of expression and speech must always be respected. We acknowledge that  
54 respect for human rights cannot be guaranteed without recognizing and combating  
55 hate speech, which affects the most vulnerable groups in society.

56 The protection of human rights depends on the rule of law. Equality, before the  
57 law is imperative for all societies for it, ensures that all people, regardless  
58 of their status, get equal access to the rights they are entitled to. It  
59 furthermore allows governmental decisions to be challenged on an equal footing.

60 The rule of law both depends on and enables transparency, which is a crucial  
61 element and backbone of democratic societies. Transparency provides powerful  
62 tools that enable people to hold their governments to account and help prevent  
63 abuse of power and corruption. We believe that transparency and rule of law are  
64 not only a matter of justice, but it further enables people to empower  
65 themselves.

66 We demand:

- 67 • open and accessible government documents and data;
- 68 • fair and accessible legislative processes;
- 69 • that states recognize and fight hate speech;
- 70 • that laws are designed in accordance with people's rights;
- 71 • the active participation of civil society in the design and management of
- 72 public institutions;
- 73 • that governments ensure full and equal access to justice for all citizens.

## 74 Media and digital rights

75 A free, diverse and critical media landscape is crucial to a well-functioning  
76 democracy, allowing citizens to express their views, gain information, and  
77 engage in political deliberation. We believe that only a media that is not  
78 controlled by a few big enterprises and political actors can fulfil its role in  
79 holding governments accountable.

80 Media must be supported in this task by adequate transparency laws and the  
81 protection from government interference and arrest.

82 The internet has quickly become one of the main public spaces where people gain  
83 and exchange information, both among themselves as well as with those who are in  
84 positions of government. For the internet to remain a space where society can  
85 meet and deliberate, we must ensure that the internet is free from mass  
86 surveillance both by government and commercial entities. New online forms of  
87 participatory democracy and culture must be explored. We must encourage the  
88 formation of free and open online social spaces that are self-governed and  
89 inclusive.

90 We demand:

- 91 • an end to censorship and threats to free media - both online and offline;
- 92 • a media law that ensures that media is not controlled by the economic
- 93 elite advancing their own interests;
- 94 • an end to the detention and imprisonment of journalists;
- 95 • the protection of journalists' sources and whistle-blowers;
- 96 • an end to invasions of privacy online both by governments and by
- 97 companies;
- 98 • establishment and sufficient support of an independent public
- 99 broadcasting;
- 100 • support for alternative online communities that function according to
- 101 principles of self-governance and inclusion;
- 102 • net neutrality, which implies treating all Internet communications
- 103 equally;
- 104 • affirmative action programs that foster the active participation of women
- 105 and other disadvantaged genders in the digital sphere;
- 106 • ensuring equal access for everyone regardless of geographical disbalances.

## 107 Solidarity against nationalism

108 An inclusive society and long term sustainable prosperity can only be achieved  
109 with a defeat of exclusionary ideologies such as right-wing nationalism and  
110 populism. Applying the populist narrative to politics, social and economic  
111 policy leads to insecurity, divisions and exclusion of the most threatened  
112 groups. This can, in the future open space for conflicts between these groups.  
113 Nationalist and xenophobic political agendas further weaken the disenfranchised  
114 and strengthen the powerful. Nationalism is often bound up in racism and  
115 bigotry, organising against which is a key part of Green politics.

116 We believe solidarity to be a foundation on which all progress is built. We  
117 stand for cooperation and mutual collaboration as solutions to the split  
118 societies that exclusionary ideologies create.

119 We demand:

- 120 • the rejection of politics of division and politics that seek to use  
121 nationalistic or any other kind of exclusionary rhetoric at the expense of  
122 minorities and vulnerable groups;
- 123 • not to provide a public arena for rhetoric and policies that aim at  
124 inciting hatred;
- 125 • an end to the discrimination of groups that do not conform to national  
126 customs shared by the majority.

## 127 2. Social rights

128 We believe that social rights are essential for all people to be autonomous  
129 members of their societies. Social rights should be considered fundamental and  
130 be provided by all governments. Social rights include equal access to quality  
131 education and healthcare, right to housing and employment. It is crucial to have  
132 a strong implementation of social rights to have an inclusive, equal and just  
133 society in peace.

### 134 Gender

135 Gender equality is fundamental to a just society.

136 The capitalistic economic system and mode of production, alongside long-  
137 standing patriarchal traditions, have resulted in the oppressive, exploitative  
138 and discriminatory treatment of non-males, effectively relegating them to  
139 second- class status. Sustained action, guided by a strong feminist perspective,  
140 is needed to overcome this problem. Gender equality is the necessary foundation  
141 for a peaceful, prosperous and sustainable world. The first step in achieving  
142 these rights is the proportional representation of people of various gender  
143 identities in representative bodies.

144 We demand:

- 145 • equal access to the labour market, opportunities and fair pay for people  
146 of all genders; the gender pay gap must be eliminated;
- 147 • better policies against gender-based violence with determined combating  
148 of discrimination and hate crime against LGBTI+ people and legal

recognition of all sexual orientation, gender identities, and gender expression and sex characteristics;

- that governments ensure equal access to social rights for people of all genders;

- LGBTI+ people should have equal rights with regard to marriage, adoption and parenting, work-related benefits, pension rights and immigration and asylum;

- that sex work is regulated -- or at the minimum decriminalised -- to protect the human, health and labour rights of sex workers;

- proportional representation of all gender identities in assemblies on all levels of government.

## Social security

We believe that one of the strongest cohesive forces in any society is social solidarity expressed in practice through state-guaranteed social security. Social security is an important means for achieving prosperity for all, equality and meaningful lives. A welfare state should enable all inhabitants to lead dignified lives. In order to achieve this social security should not only ensure survival but enable people to actively participate in the cultural and social life of their communities.

We demand:

- free, accessible and adequate healthcare guaranteed by the state;
- affordable, accessible, adequate housing as well as free public housing guaranteed by the state with a special emphasis on the housing needs of young people;
- the right to an income that covers physical and social needs and which does not depend on employment;
- that all citizens have full and equal opportunities for personal and social development.
- that the housing market/rental market is regulated on the local level, through decisions made by the local government civil society and local communities as equal partners;
- that state bans (either by expropriating or purchasing property) large landlords in the city and turns the property into free or affordable social housing.

## Youth

As an organisation of young people, we recognise the key role of youth in society. Youth is not only the future of society but its present too. Often, they are not seen as an active and equal actor in the political, social,

187 cultural, and economic spheres and are excluded from decision-making processes  
188 or treated as mere tokens. We support youth rights in every aspect of social and  
189 political life and strive for making youth's voices heard. We believe that  
190 active citizenship should be encouraged among youth and, as a minimum, youth  
191 rights should be proactively defended in order to strengthen their position in  
192 society. Education is one of the most important means enabling youth to stand up  
193 for their rights and fully contribute to democracy. We believe the current  
194 educational system must be fundamentally reformed enabling the direct and equal  
195 participation of students in the learning process. Education is for progress,  
196 sustainability, diversity, and prosperity. We highlight the value and importance  
197 of non-formal education as an inclusive alternative to current institutional  
198 forms of education and as a major provider of skills to foster participation in  
199 democracy.

200 We demand:

- 201 • free, accessible, and adequate education for all;
- 202 • ensuring youth political representation on national and local levels;
- 203 • accessible legal means for youth to insist on their rights;
- 204 • youth centres in every community;
- 205 • independent funds for youth projects by youth;
- 206 • learning processes that are adjusted to individual learners' needs,  
207 competencies and interests;
- 208 • support for and recognition of non-institutional and alternative forms of  
209 education.

## 210 Inclusion

211 As a Green organisation encompassing a geographically and ethnically diverse  
212 region, cultural rights and non-discrimination is a vital part of our world-  
213 view.

214 Cultural diversity is of fundamental value to us. Protection of diversity  
215 fosters inclusion and equal participation of every person in state affairs,  
216 public and everyday life, and guarantees that each individual has equal  
217 opportunities for personal and social fulfilment. Inclusion and openness help  
218 create a more welcoming society, where a variety of ideas, efforts and  
219 perspectives may thrive.

220 We believe that every community has the right to use their own language and to  
221 preserve their traditions as long as they do not violate the rights of others.

222 Therefore we stand for social sensitivity, peaceful co-existence, preservation  
223 of local languages and cultural heritage and traditions where their compatible  
224 with non-violence and inclusion of vulnerable groups. We condemn any  
225 discrimination based on race, ethnicity, gender, sexual orientation, belief,  
226 self identity et cetera.

227 We demand:

- 228 • that state guarantees for the protection of cultural heritage for all  
229 ethnic and cultural groups in accordance with values of non-violence and  
230 non-exclusion;
- 231 • that discrimination based on race, ethnicity, gender, sexual orientation,  
232 belief, self-identity etc. is made illegal;
- 233 • that state guarantees for the usage of minority languages in areas where  
234 accepting them as official languages is reasonable;
- 235 • that states do not impose any defining characteristics, such as  
236 exclusionary cultural norms, as the ones to be followed by citizens.

### 237 3. Environmental justice

238 We as Young Greens take ecology and environmental justice as guiding principles  
239 in our world view and political ideology. Out of all species on Earth, human  
240 beings are the only ones drastically using and subduing nature to suit their own  
241 needs. Pollution, the altering of habitats, extinction of species, climate  
242 change, active hostilities, et cetera affect all living organisms. A healthy  
243 environment and stable ecosystems are a prerequisite for a healthy society. At  
244 this moment many are living beyond the capacities of this planet and have little  
245 awareness of the repercussions thereof. We need to start acting responsibly and  
246 humbly, building a society on the principles of sustainability and respect of  
247 nature's capacities, limiting our own harmful impact.

#### 248 Climate change

249 Decisive action to counteract climate change should be taken immediately. The  
250 global scientific consensus has laid out very clear warnings that this is non-  
251 negotiable. As an issue that will have irreversible and tragic effects on all of  
252 humankind, this is something we understand as urgent and a priority. To properly  
253 fight the acceleration of climate change, climate action should be taken at all  
254 levels, from the personal to the global.

255 We condemn the discourses in mainstream politics relying on future solutions to  
256 mitigate the effects of the climate crisis, such as carbon (re)capture, nuclear  
257 fusion and heavily electrified machinery. These instruments promote growth based  
258 economies which are exploitative of our natural resources and most of  
259 individuals in the society. Furthermore, all these solutions shift the  
260 responsibility to future generations, while it's in fact, up to us to act today  
261 to prevent the worst effects of climate change.



262 We demand:

- 263 • the ownership of responsibility to mitigate the effects of climate crisis  
264 by the political and business elites;
- 265 • that the biggest polluters – both companies and countries – are held  
266 accountable for their contribution to climate change and care for its  
267 victims;
- 268 • that all states create comprehensive plans to transition to 100% renewable  
269 energy that is produced and controlled locally and affordable to everyone;
- 270 • that no plans for new fossil fuel extraction or burning are made or  
271 approved and divestment from fossil fuel is encouraged;
- 272 • that global climate policy (i.e. UNFCCC) is not a vehicle for corporate  
273 interest and instead puts the needs of all citizens first.
- 274 • the application of present solutions to mitigate climate change instead of  
275 potential future instruments;
- 276 • the dismissal of exploitative growth based economy in favour of a just  
277 degrowth based economy.

## 278 Environmental preservation and biodiversity

279 We recognize that the planet does not serve just humankind but all living  
280 beings. We believe that the protection of natural resources and the Earth itself  
281 is crucial. Other living beings and their preservation should be considered an  
282 important part of all decision making. Energy should be produced sustainably and  
283 not do irreversible damage to the planet.

284 We demand:

- 285 • that all policies' effects on the planet are considered and that harmful  
286 extraction techniques (e.g. fracking) are banned;
- 287 • that authorities stop deforestation and support the growth of new forests  
288 and trees;
- 289 • that animals be given legal rights that go beyond their utility for  
290 humankind;
- 291 • more education on endangered plants and animals and the crucial role  
292 plants and animals play in our ecosystem;
- 293 • that the use of agricultural land for fuel is forbidden and that research  
294 into recovering fuels from waste is promoted.

## 295 Water and food

296 Water and food security have to be one of the primary concerns and aims of  
297 society. They are basic for the survival of every human being. Access to clean

298 water resources and quality food should be unconditionally guaranteed as an  
299 intrinsic right for all living beings. Consumers should be incentivised to  
300 change their habits, prioritising a low carbon diet by consuming local and  
301 organic food. We oppose any monopolisation in food production and seed. Food  
302 production should be done with great care for their impact on human health, the  
303 environment and other living beings and based on principles of sustainability.

304 We demand:

- 305 • clean and potable water for every household; the privatisation of water  
306 sources should be forbidden;
- 307 • that water and food are secure and sustainable based on the latest  
308 scientific knowledge and social values;
- 309 • access to true adequate, easy to understand information about the  
310 production, origin, content and health effects of the food products we  
311 consume;
- 312 • a ban on the use of additives and other substances that harm living  
313 organisms, soil and water;
- 314 • regulation of the monopolies in food production and water provision.

## 315 Urban ecosystems

316 Urban areas are the most quickly developing human settlements in the world. A  
317 majority of the population now lives there, making cities a crucial part of our  
318 societies. Cities have high demands for goods (e.g. food, water and energy)  
319 which they are not fully able to satisfy themselves, and which are imported from  
320 other areas. As big concentrations of people and human activity, cities produce  
321 and are subject to high pollution and lower standards of living than in rural  
322 areas. Cities should not continue to function in a way that is harmful to their  
323 inhabitants and the rest of the planet and its people.

324 We demand:

- 325 • that measures of precaution are taken to ensure that the Air Quality Index  
326 (AQI) in inhabited areas stays below 100;
- 327 • that public transportation is a reliable, accessible, fast and cheap or  
328 free option of transport for all citizens;
- 329 • that urban areas are transformed to encompass green zones and prioritise  
330 cycling and walking to other means of transport;
- 331 • an uncompromising zero-waste policy for all national and local waste  
332 management systems, with strong incentives (e.g. high fees for unsorted  
333 waste);
- 334 • the promotion of waste prevention and re-usage of materials from an early  
335 age and to all generations of society, and simple and accessible recycling  
336 for everyone.

## 337 4. Economy

338 We believe that we urgently need a new form of organising our economy. Our  
339 societies should orient themselves away from consumerism and the accumulation of  
340 wealth and instead provide everyone with the opportunities needed to live a  
341 fulfilled life. The current economic model has had serious negative consequences  
342 for people and the environment. Firstly, the unequal distribution of wealth  
343 directly affects countless lives and entrenches power imbalances. Secondly, the  
344 use of natural resources to produce more and more material goods endangers the  
345 environment and affects especially the lives of the marginalised and future  
346 generations.

347 We believe that the answer can only be a community-based approach based on  
348 cooperation and sustainability where meeting everyone's fundamental needs –  
349 including our desires for sociality and creativity – take centre stage.

## 350 Labour

351 Work constitutes a large part of most people's lives and livelihoods are often  
352 directly linked to income generated by labour. Therefore, fair and just labour  
353 rights are crucial aspects of personal well-being and functioning democracies.  
354 The right not to be exploited in the workplace is fundamental for a healthy  
355 society. Women, youth and minorities are still the most vulnerable to  
356 exploitation in their work- there should be stronger protections for these  
357 groups. Today's economic model has seen a rise in jobs that offer unsatisfactory  
358 working conditions such as low wages, unstable hours, tasks that are not  
359 mentally stimulating, and precarious contracts. These developments are  
360 detrimental to society as a whole. Our economy and concept of work should focus  
361 on providing jobs that give enable material and mental well-being.

362 We demand:

- 363 • equal labour rights for all people, regardless of their gender, race,  
364 sexual orientation, disability, or nationality;
- 365 • abolishment of unpaid internships;
- 366 • a living wage, or income that is enough to sustain your basic needs;
- 367 • abolishment of contracts that do not guarantee a set number of hours;
- 368 • protection of labour unions and collective bargaining;
- 369 • that the highest salary in a company is no more than 6 times the lowest  
370 salary.

## 371 Trade

372 As one of the key drivers of globalisation, trade is a crucial aspect of our  
373 societies and current economic model. This has resulted in the proliferation of  
374 economic inequality and instability, rather than creating an economy that  
375 benefits everyone. This has been driven by reckless self-interested behaviour by  
376 multinationals and the financial sector and aggressive trade policies that are  
377 created in the interest of corporations, not the wider society. This gives  
378 unequal power to business interests, leading countries to a democratic deficit.  
379 Trade is important and can benefit humanity greatly, but it must be undertaken  
380 in the spirit of fair cooperation and respect for the environment.

381 We demand:

- 382 • trade with aggressor countries and authoritarian regimes should be  
383 limited;
- 384 • that undemocratic trade deals that favour corporate over citizens'  
385 interests are replaced with fair trade deals where partners benefit  
386 equally;
- 387 • that all trade agreements are put under serious scrutiny: negotiations  
388 must be transparent and review from citizens groups and civil society  
389 should play a crucial role;
- 390 • that trade relationships between Eastern Europe and the EU and other major  
391 partners are truly beneficial to all parties;
- 392 • that all trade agreements have a sincere environmental evaluation chapter  
393 taking the centre stage of the contract.

## 394 Alternative economic organisation

395 We envision a system of economic organisation that is based on collective  
396 stewardship of our natural resources and collective control of the means of  
397 production. Communities need to be in control of the production facilities and  
398 decide themselves what their needs are and how they can be best fulfilled. We

399 need to put an end to the privatisation and commodification of our common goods:  
400 our environment, our cultural heritage and the knowledge produced by the  
401 sciences.

402 Work must allow people to contribute to our common good and realise their  
403 capacities. Less stress should be put on the production of material goods and  
404 more on collaboration, the provision of social goods, and the development of the  
405 arts and sciences. This new economy needs to be sustainable in all aspects and  
406 always include the needs of future generations and of our environment in its  
407 thinking.

408 We demand:

- 409 • reform of intellectual property rights law;
- 410 • progressive taxation and prosecution of tax avoidance;
- 411 • transparent and participatory budgets controlled by citizens;
- 412 • a stop to the privatisation of common goods;
- 413 • a re-democratisation of privatised public and common goods;
- 414 • support for the establishment of cooperatives.

## 415 5. Global Affairs

416 We strongly believe that the social change we envision can only be achieved  
417 through cooperation at the global level aimed at reaching sustainable solutions.  
418 We support international organisations, unions and agreements that work towards  
419 peaceful solutions to armed conflict and foster cooperation on climate issues,  
420 fair international trade and humanitarian support. We call for the countries  
421 that have the most access to the wealth to assume responsibility for their  
422 historical behaviour and act to lower the difference with the majority of  
423 countries, which have suffered and still suffer from exploitation. All  
424 international relations should be based on non-violence and conflicts should be  
425 solved in negotiations based on mutual respect and multilateral communication. A  
426 fairer and more equal world, with a more balanced distribution of goods and  
427 resources, is better for everyone.

### 428 Peace

429 We as Young Greens strongly stand for peaceful means as a core principle and  
430 strive to create a world with a culture of non-violence. War is both the cause  
431 and consequence of great human suffering and as such must be overcome if people  
432 are to live fulfilling lives. International cooperation and peaceful  
433 facilitation of negotiations should be the primary way of addressing conflict.

434 We condemn all behaviour by public and private stakeholders that aims at  
435 profiting from armed conflict and see it as complicit in the perpetuation of the  
436 destruction of societies and the earth. We want to build a strong and  
437 sustainable peace by strengthening tolerance, economic equality, environmental

438 protection, respect of human rights and social security in all parts of the  
439 world.

440 We demand:

- 441 • the abolishment of organisations that propagate military actions, except  
442 when acting in self-defence against armed oppressive regimes;
- 443 • the pursuit of general and complete disarmament and a stop to arms trade;
- 444 • an international agreement to ensure a complete and definitive ban on  
445 nuclear, biological and chemical arms, anti-personnel mines and depleted  
446 uranium weapons;
- 447 • respect for everyone's right to self-determination, specifically the  
448 peaceful separation of countries who desire independence;
- 449 • that the international treaties on armed conflicts, such as the Geneva  
450 Convention, are respected in all armed conflicts and that breaches of  
451 these treaties are severely punished.

## 452 European Union

453 We understand Europe as being more than just an accumulation of individual  
454 countries. Cultural, economic, historical and political reasons make Europe an  
455 interdependent and transnational community.

456 The European Union should be a mutual and crucial project to enhance the  
457 cooperation among the countries of the continent. The European Union must be a  
458 community based on mutual respect, transparency, and prosperity. We see the  
459 future of Eastern European countries as being part of this community, however,  
460 not at the expense of becoming a source of underpaid labour or a market for  
461 otherwise unwanted products.

462 We demand:

- 463 • that the EU guarantees equal treatment and rights of Eastern European  
464 citizens coming to work within the EU in law as well as in practice;
- 465 • that Eastern European countries are treated as equal partners within and  
466 outside of the EU;
- 467 • the democratisation of the EU's institutions – direct elections for the  
468 Commission, real decision making power for the Parliament;
- 469 • that accession negotiations are transparent and in the best interest of  
470 all people and that information regarding accession criteria and progress  
471 are publicly available;

## 472 Migration

473 Both voluntary and involuntary migration has increased in recent years due to  
474 various factors – it is one of the most pressing matters of our age. Economic  
475 uncertainty, armed conflicts and climate change are all driving people away from

476 their homelands in search of a safer existence. We understand that we all bear  
477 the responsibility of providing a safe environment and a fair asylum system for  
478 the people fleeing conflict, hunger and oppression. We condemn any form of human  
479 trafficking, human rights violation and abuse of power by authorities regarding  
480 refugees.

481 We believe that freedom of movement is the right of every human being. We strive  
482 to create a world in which no person is considered illegal, where people are not  
483 forced to leave their homes, and where societies show solidarity with all people  
484 seeking refuge. Not only does diversity boost the economy and innovation, but a  
485 diverse and culturally rich society is a strong one.

486 We demand:

- 487 • a right to asylum in all countries and the abolishment of the concept of  
488 illegal persons;
- 489 • easing naturalisation procedures;
- 490 • the right to reunite with one's family;
- 491 • the availability and accessibility of institutions that facilitate  
492 integration;
- 493 • that the international agreements guaranteeing the basic human rights of  
494 refugees and asylum seekers (regardless of their official legal status) be  
495 respected;
- 496 • that all refugees and asylum seekers have the same social rights as  
497 citizens and be allowed to settle in the country of their choosing;
- 498 • the abolishment of visa regimes that obstruct the free movement of people,  
499 especially between Eastern European countries and the EU.

## SP Safe Space Policy

Organization: CDN  
Resolution date: 12.03.2023  
Agenda item: 3. Organisational and Governance Documents

### Motion text

#### 1 Introduction

Cooperation and Development Network Eastern Europe is a capacity-building network comprised of different youth and green-minded organisations from Eastern and Central Europe. Fighting for a Green movement is our common goal but at the same time, we acknowledge that we differ a lot based on the diverse cultural environments we come from. In addition, patriarchy/sexism/ nationalistic discourses are highly embedded in our societies, therefore the creation of a safe space is a crucial component for CDN activities in helping to dismantle existing power structures and challenge oppressive mechanisms. This way we ensure the creation of a welcoming environment where participation is equalised for all despite the ethnicity /religion/ sexual orientation/gender identity/ class background and different abilities of all (participants, Executive Committee, Prep Teams and Office).

In general, Safe space policies are the rules by which a community agrees to behave. They help in guaranteeing that everyone feels free to express themselves and help prevent some of the problems common in our societies (such as racism, sexism, transphobia, etc.) from becoming part of the community.

This document provides an overview of what safe spaces are, the definition of inappropriate behaviour, and what key principles/mechanisms should be followed when establishing such spaces in CDN's activities and structures (CDN Executive Committee and Office, Prep Teams and Working Groups). This document is developed by a Working team comprised of some of the members of CDN Executive Committee/ Secretariat/ Gender Working Group, and adopted by the General Assembly as an internal document of CDN in 2021. CDN aims to create a respectful, understanding and open space, and we encourage everyone, from organisers to participants, to be pro-active in creating an atmosphere where the safety of everyone is validated.

This document is a result of consecutive meetings of the Working team throughout the period between November 2020 - February 2021. The document refers to experiences documented by previous CDN EC members and Secretariat, who have recorded cases where safe space was breached at CDN activities. Guidance has also been taken from other similar youth-oriented organisations, which have documents in establishing safe spaces, and we are grateful towards all the organisations who shared with us their resources (see more on page 12).

This document is just a set of mechanisms/ techniques for constructing a safe space environment but is not a definitive document. We welcome you all to give us feedback and further suggestions for ensuring safe space at the following email address: [office@cdnee.org](mailto:office@cdnee.org).



## 39 Types of unacceptable behaviour

40 In this chapter, we will explain the types of behaviours that violate the safe  
41 space as a whole and which we aim to prevent. In case of recognizing some of  
42 these behaviours, please report to Safe Space Persons (SSP). We are aware safe  
43 space is an individual perception, and this list contains general behaviours,  
44 whilst other violations are not excluded. Any other situations that are not  
45 mentioned here but would lead to someone feeling uncomfortable, unsafe or  
46 excluded will be assessed as a violation of safe space and people are welcomed  
47 to voice them out.

48 Disclaimer: This chapter contains examples of unacceptable types of behaviour  
49 which some readers might find triggering. Examples are listed for the purpose of  
50 better understanding of these types of behaviour. The following behaviours can  
51 vary from moderate to severe violations of safe space, and the measures are  
52 taken accordingly (elaborated further in the last chapter).

### 53 Physical:

#### 54 Breaking personal boundaries

55 Indicating personal boundaries, whether physical or emotional should be a basis  
56 prior to interaction and should be respected at all times. The boundaries are  
57 often defined internally and presented with body language and verbal statements.  
58 These need to be observed, recognized (or verbalized) and respected.

59 Example: Person X has said they do not want to be touched, and person Y teases  
60 them and “jokingly” touches the person X, and gets within their personal space  
61 without their consent.

#### 62 Physical assault

63 Inflicting physical harm or unwanted physical contact upon someone. Any kind of  
64 physical violence or touching without consent is completely unacceptable. Any  
65 kind of touching between people has to be consensual and thoroughly  
66 communicated. Physical assault can also be sexual harassment and is a severe  
67 violation of safe space and personal boundaries. In the physical form of sexual  
68 harassment, assault can be anything from inappropriate touching and teasing to  
69 severe sexual assault and rape (further explained in point Sexual harassment).

70 Example: Person X punches person Y because of a disagreement of their opinions  
71 during an intense informal discussion about some topic.

#### 72 Usage of hate/disrespectful symbols

73 Carrying (jewellery, clothing, accessories) or physically presenting (writing,  
74 drawing, mimicking) disrespect and/or hate symbols connected to religious,  
75 national and extreme ideological beliefs. List of international recognized hate  
76 symbols (link: <https://www.adl.org/hate-symbols>).

- 77 Example A: During an art session on a CDN activity, the participant draws a  
78 swastika on a piece of paper and shows it to others.
- 79 Example B: participant comes to an activity wearing a T-shirt with disrespectful  
80 writings about Muslims.

## 81 Verba:

### 82 Stereotyping and discrimination

- 83 Stereotyping is acting based on assumed ideas or beliefs regarding someone based  
84 on their gender, sexual orientation, national, religious identity, physical  
85 appearance. Includes assuming facts about someone based on their identities. For  
86 example: assuming that a feminine man is gay. Discrimination is the act of  
87 making unjustified distinctions between individuals on basis of race, gender,  
88 age, ethnicity, language, sexual orientation, disability or other  
89 characteristics. It involves restricting members of one group or an individual  
90 from opportunities that are available to others. Extreme discriminatory  
91 behaviours like racism, chauvinism, nationalism, linguisticism, homophobia,  
92 transphobia and similar will not be tolerated in CDN activities.
- 93 Example: A group of participants in a session refuse to involve a participant  
94 with hearing difficulties because this person speaks in a manner the group finds  
95 uncomfortable.

### 96 Objectifying

- 97 This behaviour conveys the idea of treating a person as a commodity or an  
98 object. Another form, sexual objectification is the act of treating a person as  
99 a mere object of sexual desire. Everyone's individuality and autonomy are their  
100 own and objectifying behaviour is destructive of these characteristics.
- 101 Example: participant X is told by another participant "hey girl! You would be  
102 prettier if you smiled".

### 103 Sexual harassment

- 104 Even though sexual harassment can be physical, its verbal form is explained in  
105 this chapter. Along with objectifying and bullying, it is the root of other  
106 unacceptable behaviours that can lead to physical assault. Sexual harassment  
107 involves the use of explicit or implicit sexual overtones, non-verbal cues and  
108 signals, unwanted and non-consensual touch and sexual assault.
- 109 Sexual harassment includes a wide range of behaviours and interpretations,  
110 examples of which can be found here  
111 (<https://www.un.org/womenwatch/osagi/pdf/whatish.pdf>)

### 112 Mansplaining

- 113 The explanation of something in a patronizing manner, usually by someone who is  
114 privileged because of their gender. This behaviour is often present in group

115 discussions when the privileged person or a group of people are not allowing  
116 others to present, speak and behave in an authentic way. Mansplaining severely  
117 disturbs dynamics and create a sense of hierarchy and domination of a privileged  
118 person or group.

119 Example: A cis-gender white man dominates the discussion about gender equality  
120 and argues with the points of the wage gap and denies the existence of  
121 inequality.

## 122 Invisibilising / belittling

123 The act of not giving chance to speak, speaking over someone, ignoring opinions  
124 etc.

125 Excluding someone from the conversation on purpose by either not giving them a  
126 chance to speak, speaking over them or ignoring what they are saying. To  
127 marginalize someone and to erase or ignore their presence or contribution.

128 Example: During an event, participants are divided into small groups and working  
129 on some presentation. Within one group, one participant is missing because has  
130 gone to the bathroom, Meanwhile, the rest continue with the work and take some  
131 important decision without the presence of this participant.

## 132 Shaming and blaming

133 Shaming is the act of bringing negative attention to an individual or a group  
134 because of their opinions; actions; physical, racial, ethnic, religious or  
135 cultural characteristics or activities. Blaming an individual or a group is a  
136 way of shaming them based on actions and the development of a situation.  
137 Unexpected or undesirable results are not a responsibility of the action doer,  
138 and no one should be blamed or feel guilty.

139 For example: participant X is approached by another participant and asked: "What  
140 is wrong with you? Why do you behave like this?" or "The situation that happened  
141 is your fault and you should face consequences"

## 142 Ridiculing/bullying

143 Using dismissive language or behaviour towards someone. Especially problematic  
144 when done based on someone's gender identity, sexual orientation, language,  
145 national or religious identity. Bullying can be verbal, but also physical and  
146 then is seen as physical assault.

147 Example: Participant X calls participant Y offensive names and laughs at them.

## 148 Criticism without constructive feedback

149 Criticism, if presented in a constructive way, is a tool for growth and  
150 development, however it is often misunderstood. If offered without constructive  
151 feedback, criticism can be connected to insulting, ridiculing and similar  
152 behaviors. However, everyone must be aware of different levels of knowledge,  
153 language, experience, and different opinions, and give feedback accordingly.

154 For example: While discussing over a topic participant X responds to participant  
155 Y in the following way: "This is stupid, you should stop talking".

## 156 Threatening and blackmailing

157 Threatening behaviour includes physical or verbal actions that don't involve  
158 actual contact/injury (moving closer aggressively), general verbal or written  
159 threats to people. Blackmailing is manipulative behaviour that includes the act  
160 of demanding personal and material belongings or degrading and non-consensual  
161 activities with the threat of revealing personal information or compromising  
162 autonomy.

163 Example: Person X found out person Y is queer, and forces person Y to give them  
164 money or they will "out" them on social media.

## 165 Ideological claims

166 (Extremist) Ideological claims are strict beliefs about certain groups,  
167 geographical locations, religious beliefs, cultures and similar identifications  
168 that lead to conflict or violent thoughts and actions.

169 For example: As it is stated in CDN Political Platform, we should strive to  
170 acknowledge and reject the politics of division and politics that seek to use  
171 nationalistic or any other exclusionary rhetoric at the expense of minorities  
172 and vulnerable groups.

## 173 Tools and mechanisms

174 This chapter enlists some practical tools and practices that can help making and  
175 obtaining a safe space environment. These tips are mostly associated with  
176 activity planning and executing, but most of them are suitable for an  
177 organizational level as well.

## 178 Before an activity

### 179 • Inclusivity

180 One of the first steps in the creation of an inclusive environment is enabling  
181 the participation of people of different backgrounds. When selecting  
182 participants, CDN Secretariat, EC member(s) and Prep Teams (PT) are paying  
183 special attention to underrepresented groups and ensuring their participation.  
184 Depending on the topic of the activity, CDN will spread its calls for  
185 participants to various channels, putting efforts into reaching out to these  
186 marginalized groups even outside of the Green family. Both regional and gender  
187 balance (a minimum of 50% of participants are young people that self-identify as  
188 woman, trans or genderqueer) are taken into consideration.

### 189 • Ability

190 Addressing the needs of everyone prior to the activity with a simple  
191 questionnaire (e.g. question box within an application form) will help

192 organizers (CDN) to be aware of everyone's needs and assist accordingly if  
193 needed. Local PT (hosting the activity) will secure that the venue/hotel is  
194 accessible for all differently-abled people.

195     • Accessibility

196 When checking potential venues for the activity, Local PT should take into  
197 account a provisional number of participants and search for working areas that  
198 can host this number of people comfortably (and in different arrangements - e.g.  
199 sitting in circle). It is recommended to choose well-lit venues and ensure  
200 accessibility to all different venues/toilets/rooms of use to participants/Prep  
201 Teams/EC Office members.

202     • Information

203 Prior to the activity, Local PT should assemble an Infosheet with all the  
204 essential information (local transport & hotel), including a brief cultural and  
205 political background, as to make participants more comfortable with their  
206 travelling. CDN will provide all the other key information about the event  
207 itself, along with the schedule (agenda) and this policy, to familiarize new  
208 participants with the Safe Space.

## 209 During an activity

210     • Introduction

211 At the beginning of each activity, CDN organizes an introduction session, going  
212 through the agenda, background of the project and CDN. During the Introduction  
213 session, PT will go through moderation rules and introduce diverse communication  
214 tools that will be used throughout the activity. During an introduction session  
215 or shortly after, CDN will propose a round where participants will express their  
216 needs on obtaining a safe space throughout the activity.

217     • Spatial organisation

218 How CDN arranges participants and chairs in the room depends on the session  
219 itself - whether there's a movement involved, small groups division, etc.  
220 However, it is recommended arranging participants in a circle/horizontal  
221 arrangement, rather than having a classroom arrangement, for having a more  
222 inclusive environment. Moreover, working room/venue should be noise sensitive.

223     • Language

224 Facilitators (CDN) will take steps to equalize participation, ensuring all  
225 participants are heard and diverse gender identities are respected - at the  
226 beginning of an activity, all participants will be asked to share their pronouns  
227 and have them along with their name attached visibly.

228 Facilitators will make sure to speak slowly, clearly, avoiding jargon and  
229 excessive academic language. Acknowledging that the activity is held in English,  
230 participants will be encouraged to use the language sign 'L' when a word/phrase  
231 is unclear. Moreover, participants should be encouraged to speak in English also

outside of sessions, not to exclude participants - when someone is using their native language, anyone can raise it with 'Bora Bora' rule. This will be a gentle reminder for everyone to speak in English. Nonetheless, if someone does not speak English well, this should not be a basis for excluding person from activity and that CDN will strive to have at least one more person speaking some other language that person understands and helps with translation.

- HEGs and Morning circles

HEGs are designated groups of smaller number of participants, organised almost every day of the activity after a full-day programme and moderated by one of the PT members. This is a space where participants can reflect and share how they felt throughout the day in a more intimate environment. Each PT member shares the main thoughts/comments/concerns expressed by the participants during HEGs at the evening PT meeting. PT can make changes in an agenda, raise some points during a Morning Circle or introduce new rules according to the results of HEGs evaluation.

Morning circles are organized every day, before the actual programme begins and are moderated by one of the PT members. During this circle with all of the participants, PT will go through any changes/announcements/technical reminders for the day in question. This is also a space for PT to remind everyone of safe space and raise a point if anything had happened against safe space guidelines.

- Safe Space Persons

Elaborated in the fourth chapter.

- Question/Feedback box

During the event, there shall be a box where participants can leave written notes to facilitators and the PT members with feedback and questions. Some people might prefer this way of flagging something up, asking a specific question, or asking for support or a need to be met. The question/feedback box should be placed in a visible place where everyone can access it, and its purpose should be explained at the beginning of the activity. Other tools for anonymous messages can be also used for this purpose.

## After an activity

- Evaluation

Participants share how they felt during the event and tell if there were any situations that made them feel uncomfortable. Safe space persons can also be contacted online after the activity for the purpose of improving CDN safe space regulations.

- Privacy

No pictures shall be posted on public sites or social networks without the explicit consent of the individuals who can be identified in them. In the

participants list, every participant will sign a separated column regarding the consent to be photographed and the consent to disseminate these pictures.

- Data storage

CDN stores personal data (collected through application forms) of the participants/Prep-team members and ensures the safety of data. Data erasure can be done on the demand of the participant.

Finally, the best and most basic preventive measure is to educate ourselves, acknowledge privileges we have and build understanding and solidarity for one another.

## Reporting and measures

The aim of this chapter is to create a sustainable system to prevent, identify and react to different types of unacceptable behaviour (outlined at chapter 2), which is not in compliance with the rules for the provision of a safe space environment in CDN activities (online and offline). These guidelines are written from the perspective of an international umbrella youth organization.

Disclaimer: This chapter contains hypothetical cases of unacceptable behaviour which some readers might find triggering. Examples are listed for the purpose of better understanding of these types of measures taken against these behaviours. The following cases can vary from moderate to severe violations of safe space, and the measures are taken accordingly.

### Definition of SSPs

The central pillar of the Safe Space preventive measures and reporting mechanism evolve around the concept of Safe Space Persons (SSP). The SSPs are elected by the organizers prior to the event and are usually members of CDN EC / Secretariat/ Prep-teams that aim to prevent, identify and react to cases of unacceptable behaviour not only during activity sessions but applicable to breaks and informal parts of events. An SSP should be a person who is internalized with the Safe Space document and preferably has participated in previous CDN events. Depending on the capacities, it is recommended to elect two SSPs.

Safe space persons are beforehand provided with Safe space Toolkit, a document created by CDN along with Safe Space policy document, which provides knowledge and detailed procedures of creating safe space and dealing with its potential violations.

SSPs are present at events to help raise awareness about the topic, intervene in questionable situations where Safe space principles are breached, and provide a listening ear to participants who have felt harassed. Nonetheless, we highly encourage everyone to be proactive in creating an atmosphere where the safety of others is validated. In case of a safe space breach, there are three stages that an SSP goes through: 1- Prevention; 2- Identifying; 3- Reporting.

## 311 Prevention

312 The main aim is always to prevent unacceptable behavior from happening and safe  
 313 persons should guarantee this. Before the start of an offline/online event, they  
 314 can briefly present the Safe Space document and measures/mechanism entailed in  
 315 the document. Prevention methods are elaborated in chapter 3.

316 Since the document will be sent to participants in advance, the safe space  
 317 person should open the floor for questions from the participants, in case that  
 318 there is something unclear from the document. After the presentation, the safe  
 319 space person should let participants know that he/she/they are the right person  
 320 to approach, in case that somebody faces unacceptable behaviour, and this  
 321 behaviour goes unnoticed from the safe space person.

322 Along with the preventive measures from chapter 3, participants and SSP should  
 323 conduct regular emotional screening and be observant.

## 324 Identifying

325 Safe Space persons are trained to identify unacceptable behaviours in CDN  
 326 activities and observe participants in a non-intrusive way for the sake of  
 327 timely reactions. Unacceptable behaviours are not necessarily obvious and  
 328 visible for bystanders and (if not verbalize) can be recognized through body-  
 329 language. SSPs are trained to recognize subtle signs and react if someone feels  
 330 uncomfortable. This of course depends on the specific context.

331 The key action in creating safe space, along with prevention, is identifying the  
 332 breaches of safe space and boundaries in groups and on a personal level. There  
 333 are different ways of recognizing and identifying safe space violations:

- 334 • Direct report to SSP;

335 These are usually subtle cases when the SSPs are notified or approached by  
 336 participants/ or active bystanders who have noticed some kind of violation or  
 337 strange situation. This can be a person directly seeking action to prevent  
 338 further harassment, a complaint against other participant, seeking advice etc.  
 339 If someone from bystanders notices someone else is feeling uncomfortable, they  
 340 can inform SSP who will take further measures.

- 341 • SSPs observation ;

342 As mentioned previously, SSPs are observant and notice disturbed power dynamics,  
 343 uncomfortable situations etc. by observing body language of participants  
 344 (Example: Person A repeatedly sits next to person B on a break, each time person  
 345 A moves away and appears uncomfortable. This keeps on happening and person B is  
 346 retreating to their room). SSPs in these cases approach these participants and  
 347 make sure to understand if there is some underlying issue that needs to be  
 348 resolved.

- 349 • Feedback from the box

350 The box represents an opportunity specifically for reporting of safe space  
 351 violations. The tips can be reported anonymously and will be researched further



352 by SSP and PT members. Messages in the feedback box don't necessarily have to be  
353 reports, but also suggestions, for example, to rearrange groups or be aware of  
354 some situations happening outside the venue (for example accommodation). The box  
355 is checked daily for feedback along with other preventive measures, but should  
356 not stop participants of contacting SSP or other PT members on anything  
357 relevant.

## 358 Reporting:

359 The SSP serves as the first line of contact and provides a type of first aid.  
360 Depending on the context, there are different ways of reporting the incident:

- 361 • the immediate reaction from the SSPs

362 In this scenario, the SSP are reacting immediately on spot to address the issue  
363 that have disrupted the safe space. This is sometimes done in a very intrusive  
364 way.

365 Techniques: educating participants, collective emotion check, body awareness  
366 exercise etc.

367 Examples: For instance, an SSP notices that only some participants are speaking  
368 in a discussion, therefore the SSP suggest to leave space for others who have  
369 not engaged much with the discussion.

- 370 • communication with victim/perpetrator

371 In case when there is a breach of Safe Space, SSPs try to identify the victim  
372 and perpetrator and have a moderated conversation separately with each of the  
373 sides involved in the dispute. Through this conversation, the SSP can understand  
374 the reasoning behind the perpetrator's behaviour and provide emotional support  
375 to the victim.

- 376 • communicating with the PT;

377 After consulting with both sides involved in the incident, SSPs sum up the case  
378 to the PT. This way, the PT can adjust the sessions accordingly in order to  
379 avoid similar cases for the rest of the programme, and make sure that everyone  
380 feels included and comfortable.

## 381 Measures

382 Based on the scale of the misbehaviour (mild-severe-extreme) there are different  
383 measures to be taken by the SSPs and PT of the activity. We will exemplify this  
384 by showing one hypothetical incident and different escalation of it from mild to  
385 an extreme incident. Let's imagine that we are facing a case where a transgender  
386 participant is being misgendered by another participant.

- 387 • Mild case: After the SSPs approach the "harasser", it turns out that this  
388 is done unintentionally due to the lack of information on the topic/  
389 misuse of the PGP.

390 Measures: moderated communication/ SSPs remind participants again to read the  
 391 Safe space document and ask if something is unclear.

- 392 • Severe: After the SSPs approach the “harasser”, it turns out that this is  
 393 done intentionally due to the discrimination based belief. For instance,  
 394 person believes, that only ciswoman are categorized as women and  
 395 transwomen are men.

396 Measures: Emotional support to the victim, explanation to the harasser why their  
 397 behaviour is unacceptable and they are asked to apologize to the harassed  
 398 person. We can communicate with the problematic participant that if the  
 399 behaviour will be repeated, then further measures will be taken. This will be  
 400 taken into consideration for their future participation at CDN events, follow-up  
 401 from the EC. If the participant is part of CDN MO, CDN EC will proceed with  
 402 contacting the MO contact person.

- 403 • Extreme: when it involves instances of physical harassing/unwanted touch  
 404 etc.

405 Measures: They can bring people to a safe place, away from whomever they felt  
 406 harassed by. Furthermore, decisions and actions regarding what happens to people  
 407 and an event remain with the organizers and/or CDN EC.

#### 408 Other measures:

- 409 1. Group discussion can also be made during the event, where people  
 410 collectively discuss the situation, and then participants can propose  
 411 measures.
- 412 2. In case if there's an extreme situation (ex. if there is a fight, if the  
 413 safety of participants is risked), then the next measure will be:
  - 414 2.1 contact the authorities;
  - 415 2.2 expel the participant involved in the physical incident.

#### 416 Safe space in online environments

417 CDN online spaces in which SS needs to be monitored include chats, mailing lists  
 418 and online calls. This is monitored by SSP in accordance to SSP document and “SS  
 419 guidelines for online spaces”. If possible, every chat should have at least one  
 420 - preferably more SS persons who will overlook discussions and react in case of  
 421 SS breaches.

422

#### 423 General rules of SS in an online environment

- 424 1. Space for all
- 425 CDN chats are a space for all people, no matter one's gender, sexuality, race,  
 426 religion, nationality, physical ability, etc. Stereotypes and insults are not  
 427 allowed on chats. Personal opinion is valued, but it's crucial to give space to

428 people who are experiencing the discussed issues directly and encourage all  
429 people to share their thought.

## 430 2. Respect

431 There should be respect towards everyone no matter their identities. No  
432 previously outlined unacceptable behaviours are allowed in CDN chats. Trying to  
433 force religious and/or cultural beliefs is forbidden.

## 434 3. Gender and pronouns

435 Every member should respect other people's pronouns which should be clearly  
436 defined (or clarified if not clear). Disrespectful remarks towards a person's  
437 gender and gender identity is unacceptable.

## 438 4. Trigger warnings

439 If a participant is discussing topics that could be triggering to someone, it's  
440 crucial to use trigger warning (TW) or content warning (CW).

## 441 5. Misinformation

442 It's prohibited to spread misinformation in the chats.

## 443 6. Verbal and non-verbal communication in calls

444 Be aware of distracting behaviours you might show in videos, which might be  
445 interpreted as offensive, insulting or simply distract the speaker (eg.  
446 discussions in chats of the meeting, facial expressions, physical needs,  
447 personal obligations, discussions in chats).

## 448 7 Safe space in EC and office

449 In order to ensure SS in the working structures of CDN, there should be similar  
450 concepts of ensuring SS in terms of unacceptable behaviours and general rules.  
451 It is recommended that 2 safe space persons are appointed - one from office and  
452 one from EC, who mutually consult and communicate on ensuring SS in these  
453 structures. Along with standard preventive methods of ensuring safe space, it is  
454 recommended that SSPs conduct regular (at least every 2 months) SS check with  
455 all members of structures, including persons under temporary contracts with CDN.  
456 In addition to the previously mentioned examples of SS breaches, the SSPs shall  
457 pay attention to the following conditions and situations: burnout states, mental  
458 health issues, communication within the team, working hours and vacation times  
459 etc. SSPs will gather recommendations on the improvement of working conditions,  
460 structure them, and regularly implement new positive practices.

## 461 Methods of ensuring SS in online spaces

462 SSP is responsible for chat monitoring, issuing warnings, ending conflicts, and  
463 reporting members that have been warned more than three times for not following  
464 the SS guidelines. SS guidelines are a document outlining procedures and  
465 unacceptable behaviours which can occur in online spaces and ways how to  
466 overcome them, similar to outlined SS policy procedures.  
467 Additionally, SSP for online spaces should be aware and moderate gender balance  
468 and encourage all groups concerned to participate in the discussion. SSP can  
469 restrict people from dominating discussions in order to provide SS for everyone  
470 to share.

471 If personal attacks, accusations, spreading misinformation or defensive  
472 communication occurs, chat members need to be reminded by the SSP to keep

473 discussions constructive and reminded of the SS Guidelines and Policy. If  
474 participants ignore this reminder then SSP needs to contact involved  
475 participants privately and bring to their attention the issue.

476 If necessary SSP should create smaller chats for specific conversations. In case  
477 that conversations are getting out of hand then SSP (also an admin) should  
478 install slow mode (in Telegram chats).

479 In online meetings in cases of inappropriate verbal and non-verbal communication  
480 or breaking of moderation, SSP should remind of the SS guidelines and if the  
481 behaviour is not stopped after 3 warnings, SSP can restrict online activity as a  
482 meeting admin. In extreme cases of this behaviour, SSP can restrict activity  
483 without warning and contact the involved persons with a warning and  
484 clarification.

## 485 Resources

486 Hereby we would like to thank the following organisations for providing  
487 materials and resources with us in the process of creating the Safe Space  
488 Policy.

- 489 • Col·lectiu Eco-Actiu/ The Ulex project [“Anti-oppression toolkit: A](#)  
490 [facilitator’s guide”](#)
- 491 • Association des États Généraux des Étudiants de l’Europe (AEGEE) [“Smash](#)  
492 [guidelines: Structural measures against sexual harassment”](#)
- 493 • Federation of Young European Greens (FYEG) [“Smash Glass ceiling: Handbook](#)  
494 [for brave feminist leaders”](#)
- 495 • Federation of Young European Greens (FYEG) [“Internal Rules of Procedure”](#)
- 496 • European Network of Equality Bodies (Equinet ) [“Safe Space Policy for](#)  
497 [Equinet Events”](#)