

Basis of recognition for local UNAs

A summary of UNA-UK's minimum affiliation requirements for branches, youth branches, regions and nations.



Introduction

Local groups are a key component of our grassroots movement. Volunteers from over 100 branches, youth branches, regions and nations across the UK work hard to connect the United Nations with people in their communities and on their campuses.

All local UNAs are legally and financially autonomous of UNA-UK. However, in order to be recognised by the Association they must meet minimum requirements. This *basis of recognition* is drawn from *The Rules of the Association* and our current practice. It was developed by UNA-UK's Board of Trustees, many of whom are officers of local UNAs themselves, to help local UNAs understand these requirements.

With their energy, imagination and a long-standing commitment to engaging their communities, it is rare for a local group not to fulfil the basic criteria laid out below. Where they have difficulty though, UNA-UK will do all it can to help.

Minimum requirements

Local UNAs meet the requirements for recognition if they:

Leadership and Governance

- Treat all members of the group with equality and respect, ensuring that everyone is able and encouraged to get involved.
- Have, and abide by, a written constitution that guides the governance of the group.
- Ensure that the key posts of chair and treasurer are filled by different people chosen by regular and fair election and that the names and addresses of all officers are immediately forwarded to UNA-UK.
- Ensure that one of the officers is willing to act as a 'main contact' for the group.
- Never put UNA-UK at legal or financial risk.

Events and activities

- Hold at least one event or activity per year that is open to all group members and/or the general public.
- Report events and activities to UNA-UK, preferably using UNA-UK's online events calendar.
- Choose subjects for events and activities that promote the objects and policies of UNA-UK.

Membership

- Maintain a membership of at least six individuals who pay a subscription to UNA-UK.
- Communicate the activities of the group with its members.

Reputation and good standing

- Use only the customised logo prepared for the group by UNA-UK.
- Not communicate or act in a way that brings the UN or UNA-UK into disrepute.
- Be clear in all communications that the group is independent from UNA-UK and the United Nations.
- Not infringe intellectual copyrights of photos and text in their own communications.

Resolving issues

If a local UNA is not fulfilling the criteria detailed above UNA-UK will normally raise the issue with the group in the first instance and work with it to try to solve the problem informally. If this is unsuccessful, the matter will be referred to UNA-UK's Board of Trustees.

The Board will discuss the matter using input from the local UNA, the Trustee for that region/nation and UNA-UK's own staff team. They will issue a written notice and give a reasonable time for the issue to be remedied. If the issue is not remedied in the time given, a further written notice will be sent, informing the group that they are no longer recognised by UNA-UK. In extraordinary circumstances, UNA-UK's Executive Director may refer the issue directly to the Board of Trustees.

In all cases, UNA-UK will regularly communicate with the local group to keep them informed of any actions being undertaken.