

1.040. Definitions

In the construction of this Code, the following definitions are to be observed unless the context clearly requires otherwise:

- 1) **Board:** The Board of Directors of Rotary International.
- 2) **Club:** A Rotary club.
- 3) **Code or Code of Policies:** The *Rotary Code of Policies* as contained in this article and the other articles of this document.
- 4) **Constitutional Documents:** The Constitution and Bylaws of Rotary International and the Standard Rotary Club Constitution.
- 5) **Councils:** The RI Council on Legislation and Council on Resolutions.
- 6) **Foundation:** The Rotary Foundation of Rotary International.
- 7) **General Officers of RI:** The president, president-elect, vice-president, treasurer, other directors and the general secretary.
- 8) **General Secretary:** The duly elected or acting general secretary of Rotary International.
- 9) **Governor:** A governor of a Rotary district.
- 10) **Legislation:** Enactment and position statement proposed for the Council on Legislation
- 11) **Member:** A member, other than an honorary member, of a Rotary club.
- 12) **RI:** Rotary International.
- 13) **Rotary Entity/Rotary Entities:** Rotary International, The Rotary Foundation, a Rotary club or group of clubs, a Rotary district or group of districts, a Rotary Fellowship, Rotarian Action Groups, and administrative territorial units of Rotary International. Individual RI Programs are not considered Rotary Entities.
- 14) **Rotary Marks:** The intellectual property owned by RI. See Section 33.005.
- 15) **Rotary Senior Leaders:** Those individuals serving as current, incoming, and past RI presidents; current, incoming, and past RI directors; and current, incoming, and past Foundation trustees.
- 16) ~~**Rotary World Magazine Press (RWMP):** When referred to as a group, *The Rotarian* and all licensed regional magazines shall be known as the Rotary World Magazine Press.~~
- 17) **Secretariat:** The world headquarters and international offices of Rotary International.
- 17) **Spouse:** One of a couple with legally married status.

- 18) **Staff:** The employees of Rotary International.
- 19) **TRF:** The Rotary Foundation of Rotary International.
- 20) **Trustees:** The Trustees of The Rotary Foundation of Rotary International. (~~September 2016 Mtg., Bd. Dec. 28~~ January 2019 Mtg., Bd. Dec. 80)

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Article 2. Club Membership and Administration

- 2.010.** Membership of Clubs in RI
- 2.020.** Club Leadership Plan
- 2.030.** Association of Clubs Outside RI
- 2.040.** Clubs Chartered Prior to 6 June 1922
- 2.050.** Recommended Club Bylaws
- 2.060.** Incorporation of Clubs
- 2.070.** Incorporation of Club Activity
- 2.080.** Club Compliance With National Law
- 2.090.** Clubs and Politics
- 2.100.** Club and District Events Involving Weapons
- 2.110.** Legal and Insurance Implications of Events Involving Weapons
- ~~**2.120.** Conduct for Rotary Events and Activities~~
- ~~**2.130.**~~**2.120.** Youth Protection
- ~~**2.140.**~~**2.130.** Pilot Projects

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2.010.1. Failure to Function

In accordance with the RI Bylaws, the RI Board is responsible for ensuring that all member clubs of the association are functioning, and defines a functioning club as

1. Having paid its per capita dues to Rotary International
2. Meeting regularly consistent with RI constitutional documents
3. Ensuring that its members subscribe to ~~a Rotary World Magazine Press~~ The Rotarian magazine or a licensed regional magazine.
4. Implementing service projects that address needs in the local community and/or in communities in other countries
5. Receiving the visit of the governor, assistant governor, or an officer of Rotary International
6. Maintaining appropriate liability insurance as provided in section 72.050. of this Code
7. Acting in a manner consistent with the RI constitution, bylaws, and the *Rotary Code of Policies*

8. Paying its RI membership and district dues without outside assistance
9. Providing accurate membership lists on a timely basis to the general secretary. At a minimum, clubs must report their membership changes to the general secretary so they are received by 1 July and 1 January.
10. Resolving club disputes in an amicable manner
11. Maintaining cooperative relations with the district
12. Cooperating with RI by not initiating or maintaining, or retaining in its membership an individual who initiates or maintains, litigation against Rotary International or The Rotary Foundation, including their directors, trustees, officers, and employees, prior to exhausting all remedies provided for in RI's constitutional documents
13. Following and completing the election review process established in the RI bylaws

Each governor shall identify which clubs in the district are failing to function according to the above criteria. Rotary senior leaders are also encouraged to report any observations that suggest that a club has failed to function. (*September 2016 Mtg., Bd. Dec. 28 January 2019 Mtg., Bd. Dec. 80*)

Source: February 2000 Mtg., Bd. Dec. 339; November 2004 Mtg., Bd. Dec. 59. Amended by May 2000 Mtg., Bd. Dec. 425; August 2000 Mtg., Bd. Dec. 79; November 2000 Mtg., Bd. Dec. 178; November 2009 Mtg., Bd. Dec. 93; June 2013 Mtg., Bd. Dec. 196; October 2013 Mtg., Bd. Dec. 31; January 2014 Mtg., Bd. Dec. 96; May 2014 Mtg., Bd. Dec. 113; May 2014 Mtg., Bd. Dec. 121; September 2016 Mtg., Bd. Dec. 28; October 2018 Mtg., Bd. Dec. 68

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2.120. ~~Conduct for Rotary Events and Activities~~

~~Rotary is committed to maintaining an environment that promotes safety, courtesy, dignity, and respect. All Rotary club members and individuals attending or participating in Rotary events or activities have the right to an environment free of harassment, including unwelcome physical contact, advances, or comments.~~

~~Rotarians and their guests shall demonstrate good character, integrity, and leadership by fostering a professional environment at club events and activities.~~

~~Allegations of unwelcome physical contact, advances, or comments at Rotary events or activities shall be reviewed by the club board and responded to within a reasonable timeframe. If the offending individual is a member of the club board, he or she is expected to recuse himself or herself from the discussion.~~

~~Any allegation of criminal behavior should be referred to local law enforcement.~~

~~Failure to adequately address allegations of inappropriate behavior may be referred to the district governor. (*June 2017 Mtg., Bd. Dec. 177*)~~

~~Source: June 2017 Mtg., Bd. Dec. 177~~

Cross References

- 7.020. *Conducting Club Meetings*
- 7.020.1. *Decorum of Club/District/Zone Meetings*
- 8.030.2. *Rotarian Code of Conduct*

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Article 7. Club Meetings and Attendance

- 7.010. Club Meeting Location
- 7.020. Conducting Club/District/Zone Meetings
- 7.030. Programs for Club Meetings
- 7.040. Speakers for Club Meetings
- 7.050. Club Assembly
- 7.060. Reporting Club Attendance
- 7.070. Visitors and Guests
- 7.080. Joint Meetings with Other Service Clubs

7.020. Conducting Club/District/Zone Meetings

Recognizing that clubs include members who have many beliefs and values, ~~each~~ club, district and zone leaders should use ~~its~~ good judgment in conducting ~~its~~ meetings, events and other activities in a manner that reflects Rotary's basic principles of tolerance, providing a harassment-free environment to all participants, and ~~participation in~~ focus on humanitarian service projects. (*November 2004 Mtg., Bd. Dec. 59* January 2019 Mtg., Bd. Dec. 119)

Source: July 1995 Mtg., Bd. Dec. 28; Amended by November 2004 Mtg., Bd. Dec. 59; January 2019 Mtg., Bd. Dec. 119

7.020.1. Decorum of Club/District/Zone Meetings

Any conduct, story, stunt, joke, or entertainment, whether verbal or physical, that denigrates, insults or offends a person or group based on any characteristic (age, ethnicity, race, color, abilities, religion, socioeconomic status, culture, sex, sexual orientations, or gender identity) is not appropriate for a Rotary club/district/zone meeting, event or activity. No story, stunt, joke or entertainment is proper or fit to be placed before any Rotarian or any gathering of Rotarians which would not be perfectly proper and fit to place before such Rotarians if each one were accompanied by one's parents, spouse or children. No story or joke is fit to be told or repeated by any individual Rotarian unless such joke or story might properly be repeated before such Rotarian's family. (June 1998 Mtg., Bd. Dec. 348 January 2019 Mtg., Bd. Dec. 119)

Source: ~~November 1947 Mtg., Bd. Item 3~~ January 2019 Mtg., Bd. Dec. 119

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8.030.2. Rotarian Code of Conduct

The following code of conduct has been adopted for the use of Rotarians:

As a Rotarian, I will

- 1) Act with integrity and high ethical standards in my personal and professional life
- 2) Deal fairly with others and treat them and their occupations with respect
- 3) Use my professional skills through Rotary to: mentor young people, help those with special needs, and improve people's quality of life in my community and in the world
- 4) Avoid behavior that reflects adversely on Rotary or other Rotarians
- 5) Help maintain a harassment-free environment in Rotary meetings, events, and activities, report any suspected harassment, and help ensure non-retaliation to those individuals that report harassment. (~~October 2014 Mtg., Bd. Dec. 60~~January 2019 Mtg., Bd. Dec. 119)

Source: COL 89-148; Amended by May 2011 Mtg., Bd. Dec. 204; September 2011 Mtg., Bd. Dec. 87; October 2013 Mtg., Bd. Dec. 31; January 2014 Mtg., Bd. Dec. 88; October 2014 Mtg., Bd. Dec. 60; January 2019 Mtg., Bd. Dec. 119

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19.010.1. District Governor Code of Ethics

1. Governors will adhere to applicable laws and regulations while conducting Rotary business. In addition, in conducting their private lives, governors will adhere to applicable laws in order to preserve and protect the positive image of Rotary.
2. Governors will adhere to the provisions of the RI Constitution and Bylaws.
3. Governors will adhere to the provisions established by the RI Board as documented in the *Rotary Code of Policies*.
4. Governors will serve for the benefit of Rotarians and the purposes of RI. Governors should put the interests of the district first and avoid even the appearance of any impropriety in their conduct.
5. Governors will foster an environment in the district that promotes safety, courtesy, dignity, and respect and shall refrain from performing or tolerating unwelcome physical contact, advances, or comments. Governors will also promptly address allegations of harassment.
6. Governors will not use their office for personal prestige or benefit or for the benefit of family members.
7. Governors will exercise due care in the diligent performance of their obligations to the district.
8. Governors will act based on fairness to all concerned.
9. Governors will promote transparency of financial information and will ensure compliance with all local and national laws relating to financial management.

10. Governors will prohibit and restrict the disclosure, communication, and use of confidential and proprietary information. Governors should use this information only for intended purposes, never for personal ones, and take precautions against accidental disclosure.
11. Governors will comply with Rotary's expense reimbursement policies. (~~June 2017 Mtg., Bd. Dec. 177~~ January 2019 Mtg., Bd. Dec. 119)

Source: June 2007 Mtg., Bd. Dec. 266; Amended by June 2008 Mtg., Bd. Dec. 271; November 2008 Mtg., Bd. Dec. 96; January 2015 Mtg., Bd. Dec. 118; June 2017 Mtg., Bd. Dec. 177; January 2019 Mtg., Bd. Dec. 119

~~19.010.2. Allegations of Unwelcome Behavior~~

~~Allegations of unwelcome physical contact, advances, or comments at Rotary events or activities shall be reviewed by the governor, or a committee appointed for this purpose, and responded to within a reasonable time frame. If the district governor is the offending individual, the immediate past district governor (or most recent past governor), directly or by appointment of a committee for this purpose, shall review and respond to the allegation.~~

~~Any allegation of criminal behavior should be referred to local law enforcement.~~

~~The president shall be informed of any allegations of unwelcome physical contact, advances, or comments by district governors, governors elect, and governors nominee.~~

~~Failure to adequately address allegations of inappropriate behavior may be referred to the president. (~~June 2017 Mtg., Bd. Dec. 177~~)~~

~~Source: June 2017 Mtg., Bd. Dec. 177~~

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~~19.010.5. Governors' Responsibilities to Rotary World Magazine Press *The Rotarian* Magazine and Regional Magazines~~

~~Governors shall remind clubs to pay the subscription costs of their magazine, and use it as a resource tool for public image and membership. (~~January 2015 Mtg., Bd. Dec. 118~~ January 2019 Mtg., Bd. Dec. 80)~~

~~Source: February 2006 Mtg., Bd. Dec. 199; Amended by November 2010 Mtg., Bd. Dec. 100; January 2011 Mtg., Bd. Dec. 117; October 2014 Mtg., Bd. Dec. 81; January 2015 Mtg., Bd. Dec. 118; October 2018 Mtg., Bd. Dec. 68~~

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21.010. Guidelines for Multidistrict Activities, Projects and Organizations

Service activities, projects and organizations involving clubs in two or more districts are encouraged, subject to the following:

- A) Multidistrict activities, projects and organizations:

1) shall be, in nature and scope, within the capability of the clubs and Rotarians in the districts to be undertaken successfully without interfering with or detracting from the scope and effectiveness of club activities in furthering the program of Rotary at the club level

2) shall not be undertaken initially unless each governor concerned has agreed to such a joint activity and then, only after approval of two-thirds of the clubs in each district. Any participating district that seeks to terminate its participation in a multidistrict activity, project or organization must secure the approval of two-thirds of the clubs in the district to withdraw.

3) shall be under the direct supervision of the governors concerned; the custody of all funds contributed or collected for such activities, projects or organizations shall be the responsibility of the governors concerned, though a committee of Rotarians from within the districts involved may be appointed to assist in administering any such activity, project or organization and related funds. The governors involved in any multidistrict activity, project or organization shall also be responsible for ensuring that an annual financial review by a qualified person or an audited financial statement of multidistrict finances is prepared for the activity, project or organization and distributed to the participating clubs. (Please see section 33.040.7., point 9 for a further definition of “full control of a Rotary Entity.”)

4) shall involve participation by Rotary clubs and/or individual Rotarians on a voluntary basis, clearly presented as such; the cost of participation by a club or individual Rotarian, if any, should be kept to a minimum, and not implicitly or directly be made an obligation in the form of a per capita assessment or otherwise

5) shall adhere to ~~current~~ all applicable RI policies, including RI’s circularization policy and policies for use of the Rotary Marks.

6) in order to clarify that the activity, project or organization is not one of RI or TRF, the promotional materials, printed and electronic, and especially on any donation page, shall state that the activity, project or organization is one of a local nature.

B) This policy does not include projects involving cooperation between districts partnering for an international service project.

C) Multidistrict PETS organizations are exempt from these Multidistrict Guidelines. Rather, they are to be governed by the Multidistrict PETS Guidelines.

D) With the exception of a multidistrict PETS, which shall be under the direct authority and control of the governors-elect in cooperation with governors, the ultimate responsibility for multidistrict events, activities, projects and organizations lies with the governors of the districts involved.

E) Recognition of a multidistrict activity, project or organization by RI in no way implies legal, financial or other obligation or responsibility on the part of RI. A multidistrict organization may not act on behalf of RI, or represent or imply that it has authority to act on behalf of RI. A multidistrict organization is not an agency of RI. Multidistrict organizations must be self-sustaining financially, administratively, and otherwise.

F) In instances where multidistrict activities, projects and organizations are incorporated, the members of the corporation should be the governors of the districts involved or their appointees. The board of directors of any such incorporated activity, project or organization should be elected by the members of the corporation. Corporate structures not in harmony with these provisions will generally be considered as not in conformance with RI policy regarding supervision of multidistrict activities, projects and organizations by the governors. (~~January 2017 Mtg., Bd. Dec. 87~~January 2019 Mtg., Bd. Dec. 80)

Source: May 1986 Mtg., Bd. Dec. 279; February-March 1987 Mtg., Bd. Dec. 272; June 1996 Mtg., Bd. Dec. 304; June 1996 Mtg., Bd. Dec. 308; March 1997 Mtg., Bd. Dec. 237; February 2003 Mtg., Bd. Dec. 283; November 2004 Mtg., Bd. Dec. 58; *Amended by* November 2004 Mtg., Bd. Dec. 59; September 2011 Mtg., Bd. Dec. 90; January 2015 Mtg., Bd. Dec. 118; July 2015 Mtg., Bd. Dec. 16; September 2016 Mtg., Bd. Dec. 74; January 2017 Mtg., Bd. Dec. 87; January 2019 Mtg., Bd. Dec. 80. See also May-June 1988 Mtg., Bd. Dec. 356

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Article 26. Rotary International

- 26.010. Rotary International Strategic Plan
- 26.020. Rotary and Politics
- 26.030. Rotary and Religion
- 26.040. Rotary Anthem
- 26.050. Rotary Protocol
- 26.060. Election Guidelines and Campaigning
- 26.070. Election Complaint Procedures
- 26.080. Rotary Privacy Statement
- 26.090. Statements on Issues
- 26.100. Mediation and Arbitration Guidelines
- 26.110. Relationship Between Directors and Trustees of The Rotary Foundation
- 26.120. Harassment-free Environment

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26.060.3. Announcement of Nominations and Elections

Members of RI nominating committees shall refrain from issuing independent statements announcing the committee's nomination without the prior authorization of the Board, pursuant to RI bylaws section 11.060. Editors of ~~the Rotary World Magazine Press~~ The Rotarian magazine and licensed regional magazines shall ensure that all articles and announcements of Rotary nominations and elections accurately reflect the Rotary election process, including the opportunity to challenge. (~~October 2003 Mtg., Bd. Dec. 41~~January 2019 Mtg., Bd. Dec. 80)

Source: May 2003 Mtg., Bd. Dec. 362; Amended by October 2018 Mtg., Bd. Dec. 68

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26.120. Harassment-free Environment

Rotary is committed to maintaining an environment that is free of any form of harassment. All members and individuals attending or participating in Rotary meetings, events or activities should expect an environment free of harassment, including unwelcome physical contact, advances, or comments. Members and Rotary participants shall maintain an environment that promotes safety, courtesy, dignity, and respect to all.

Harassment is broadly defined as any conduct, verbal or physical, that denigrates, insults or offends a person or group based on any characteristic (age, ethnicity, race, color, abilities, religion, socioeconomic status, culture, sex, sexual orientations, or gender identity).

The club board, district, or zone event leadership shall promptly address allegations of inappropriate behavior, including harassment and shall not retaliate against those making the allegation. All allegations of criminal behavior must be referred to local law enforcement.

At the club level, allegations of harassment at Rotary events or activities shall be reviewed by the club board and responded to within a reasonable timeframe, typically one week. If the alleged offender is a member of the club board, he or she is expected to recuse himself or herself from the discussion. Failure to adequately address allegations of harassment may be referred to the district governor.

At the district level, allegations of harassment at Rotary events or activities shall be reviewed by the governor, or a committee appointed by the governor for this purpose, and responded to within a reasonable time-frame, typically one week. If the district governor is the alleged offender, the immediate past district governor (or most recent past governor), directly or by appointment of a committee for this purpose, shall review and respond to the allegation. Rotary's general secretary shall be informed of any allegations of harassment by district governors, governors-elect, and governors-nominee. Failure by the district governor or past district governor to adequately address allegations of inappropriate behavior may be referred to Rotary's general secretary.

Districts leaders, including governors, assistant governors, and committee chairs are encouraged to work with their clubs to create a harassment-free environment. District leaders should also work with their clubs to establish a code of conduct and policies for how to address and prevent harassment within their clubs, among their membership and with other participants in Rotary.

At the zone level, allegations of harassment at Rotary events or activities shall be reviewed by the RI Director, or a committee appointed by the RI Director for this purpose, and responded to within a reasonable time-frame, typically one week. If the RI Director is the alleged offender, the immediate past RI Director (or most recent past RI Director), directly or by appointment of a committee for this purpose, shall review and respond to the allegation. The RI president shall be informed of any allegations of harassment by RI directors, directors-elect, and directors-nominee. Failure to adequately address allegations of inappropriate behavior may be referred to the RI president. (January 2019 Mtg., Bd. Dec. 119)

Source: January 2019 Mtg., Bd. Dec. 119

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27.010.2. Procedures for the Functioning of the Nominating Committee for President

The RI board has adopted procedures for the functioning of the Nominating Committee for RI president as follows:

Confidentiality

Members of the nominating committee, prior to and following the meeting of the committee, shall not discuss with other members of the committee or any other person the work of the committee, and shall at no time discuss or divulge any of the deliberations or discussions of the committee, except as they may participate in the deliberations of the committee at the time of its meeting. This confidentiality may be waived solely by the Board, or the RI Election Review Committee acting on its behalf, in order to investigate any duly filed election complaint.

Preparation for the Committee Meeting

1. The general secretary will assign a member of the Secretariat staff to work with and for the committee with instructions that all aspects of the work of the committee are to be kept in strict confidence.
2. Candidates for RI president shall be asked to submit a statement not to exceed 300 words outlining their vision and goals for Rotary.
3. In accordance with RI bylaws section 12.050.2., which provides for candidates for RI president to be given an opportunity to be interviewed by the committee, the RI Board will develop three to five questions annually that candidates will be asked to answer in writing. There shall be a 150 word limit on a candidate's answers to each of the three to five questions. At the same time, the Board shall approve a list of key issues facing Rotary that will be shared with the nominating committee.
4. The general secretary shall send the interview questions to those Rotarians who submit their names for consideration by the nominating committee. Answers to the interview questions must be returned no later than 10 July.
5. Written statements submitted by candidates that exceed the applicable word limits in the language submitted shall not be transmitted to the Nominating Committee for RI President.
6. In accordance with RI bylaws section 12.040.3., no later than 15 July the general secretary shall forward to committee members an alphabetical list of the past directors who have notified the general secretary that they wish to have their names listed as being willing and able to serve as president with the name of the Rotary club in which each holds membership indicated in capital letters. If there are more than six candidates, committee members will be required to vote on their top six candidates within the following five days. Any committee members not voting by the deadline shall not attend the committee meeting. The top six vote getters shall be considered the "finalists" and invited by the general secretary to be interviewed in-person by the committee. In the event of a tie for the sixth position, all candidates involved in the tie shall be invited to be interviewed in-person by

the committee. The finalists' travel (economy class) and related expenses shall be paid by RI. Candidates who are not invited to be interviewed shall not be considered further by the committee. If there are six or fewer candidates, all candidates shall be considered finalists and invited to be interviewed.

7. With regard to the six finalists identified by the committee, the assigned staff person shall prepare the following materials for each committee member. These materials shall be delivered to members of the committee electronically five days before the meeting. A hard copy of these materials will be distributed to each member the day before the committee meeting.

- a) an informational letter from the general secretary pertaining to procedures of the committee meeting
- b) a copy of the "Procedures for the Functioning of the Nominating Committee for President"
- c) a copy of RI bylaws Article 12
- d) a copy of the RI President Job Description outlined in section 27.020. of this Code
- e) an alphabetical list of candidates for the office of president
- f) a list of key issues facing Rotary developed by the RI Board
- fg) a copy of the in-person interview questions developed by the previous year's nominating committee
- gh) one set of each of the following for each candidate
 - 1) a copy of a current photograph submitted by the candidate
 - 2) a copy of the submission form from the candidate containing a one-page background statement
 - 3) a copy of written answers to interview questions developed by the RI Board
 - 4) a copy of the written statement of vision and goals for Rotary
 - 5) a chronological list of RI committees on which the candidate has served
 - 6) a copy of the general biographical data on record in the secretariat

8. The committee meeting shall begin the evening before the meeting date for the purpose of electing a member of the committee as the chair and another member as the secretary. The chair and secretary shall be elected following the committee's welcome dinner in accordance with the procedure outlined in paragraph 9. below.

~~10.9. The committee shall elect a member of the committee as its chairman. Another member shall be elected as secretary.~~ The election of the chairman and secretary shall be conducted under the direction of the general secretary, who shall prepare and distribute a ballot listing each member of the nominating committee. Each member of the committee shall cast one vote for the chairman. The general secretary, or a member of his staff, shall count the votes and announce the results. If nine (9) votes are not received by any member of the committee, a second ballot shall be held. Voting shall continue on successive ballots until nine (9) votes are received. After the election of the chairman, the procedure outlined above shall be used to select a committee secretary.

At the Committee Meeting

~~8.10.~~ The members of the nominating committee shall be seated in alphabetical order.

~~9.11.~~ The general secretary shall inform the committee that RI bylaws (section 12.050.1.) provide that “The committee shall meet and nominate from among the list of past directors who have indicated they are willing to serve as president the best qualified Rotarian available to perform the functions of the office.”

~~10.~~ The committee shall elect a member of the committee as its chairman. Another member shall be elected as secretary. The election of the chairman and secretary shall be conducted under the direction of the general secretary, who shall prepare and distribute a ballot listing each member of the nominating committee. Each member of the committee shall cast one vote for the chairman. The general secretary, or a member of his staff, shall count the votes and announce the results. If nine (9) votes are not received by any member of the committee, a second ballot shall be held. Voting shall continue on successive ballots until nine (9) votes are received. After the election of the chairman, the procedure outlined above shall be used to select a committee secretary.

~~11.12.~~ Following the instructions provided by the general secretary ~~election of the chairman and secretary~~, no one is to be in attendance during the meeting of the committee other than the duly elected members of the nominating committee and any interpreters needed for members of the committee, except that the general secretary or his assigned staff member may be called into the meeting upon the request of the chairman or other member of the committee. This staff person shall assist the committee during the course of its meeting, should any assistance be required, and shall work under the direct supervision of the chairman of the committee.

~~12.13.~~ Before the committee begins its deliberations, the chairman shall inquire whether any member of the committee has been contacted by or on behalf of any candidate, or is aware of any effort to influence members of the nominating committee, either directly or indirectly, and, if so, to bring these to the attention of committee at this time. The chair shall at this time ask all committee members to review and sign a written disclosure statement of any attempt to influence members of the committee.

~~13.14.~~ The questions to be asked each candidate shall be developed with the entire committee present on the morning of the meeting. The general secretary shall allow at least 90 minutes between the beginning of the meeting and the first interview for the committee to develop and discuss its questions. In advance of the meeting, the general secretary will invite committee members to bring two suggested questions to the committee meeting to assist the committee in developing the questions it wishes to ask the candidates.

~~14.15.~~ The committee shall conduct interviews of no more than 30 minutes with each of the six finalists previously identified by the committee. The finalists shall be interviewed in alphabetical order. The General Secretary shall provide a timing device that is visible to both the committee secretary and the candidate for timing the candidates’ responses. The general secretary will inform candidates that they may bring and refer to notes during their interview.

~~15.16.~~ Following the interviews, but before conducting a ballot for president, the nominating committee shall discuss the qualifications of each candidate. No member of the committee should leave the room once the committee has started the deliberation process until the nominee has been selected.

17. Following the discussion of all of the candidates, the chairman shall distribute ballots prepared by the general secretary containing an alphabetical list of candidates and instruct each member of the committee to vote for four candidates.

All voting conducted under this paragraph shall be conducted by secret ballot. After the secretary announces the results of this ballot, similar steps shall be followed to reduce the number of candidates to two and, finally, to one. Notwithstanding the foregoing, a candidate eliminated during a previous round of balloting may be reconsidered at any point if requested by at least six members of the committee. Voting must continue until there are two candidates remaining and one of the final two candidates receives at least ten votes, regardless of whether any candidate received ten or more votes in a previous round of voting. The committee shall not select an alternate, and the candidate who finishes second in the final vote shall not be considered to be an alternate.

18. In the event of a tie in voting for the final four or two candidates, the candidates involved in the tie shall proceed to the next round of voting. If there are more than two candidates in the final round of voting and no candidate receives 10 votes in the initial vote, the lowest vote-getter shall be removed from further consideration on subsequent ballots.

~~16.19.~~ The RI bylaws (section 12.050.3.) provide that "Twelve members of the committee shall constitute a quorum. The transaction of all business of the committee shall be by majority vote, except that in the selection of the committee's nominee for president, the votes of at least ten members of the committee shall be cast in favor of such nominee."

~~17.20.~~ The report of the committee naming its nominee shall be signed by the chairman on behalf of the committee and be delivered and certified to the general secretary. (In the past, this has been done before the committee adjourned.) This report is to be the only formal record of the committee. The general secretary will notify each club of the contents of the report and the names of the nominating committee in accordance with the RI bylaws.

~~18.21.~~ Should the selection of another nominee for president be necessary, the general secretary shall contact those past directors who previously indicated to the general secretary that they wished to be considered by the nominating committee. The names of the candidates who still wish to be considered shall be considered by the committee. The procedures to be used at any emergency meeting of the committee shall follow these procedures as closely as possible.

Subsequent to the Meeting

~~19.22.~~ The vision and goals statement and written answers to the interview questions developed by the RI Board submitted by the candidate chosen by the Nominating Committee for RI President shall be made available to Rotarians. (~~September 2017 Mtg., Bd. Dec. 24~~ January 2019 Mtg., Bd. Dec. 84)

Source: October-November 1977 Mtg., Bd. Dec. 97; *Amended by* February 1999 Mtg., Bd. Dec. 190; March 2005 Mtg., Bd. Dec. 182; June 2005 Mtg., Bd. Dec. 275; July 2005 Mtg., Bd. Dec. 13; November 2005 Mtg., Bd. Dec. 54; June 2007 Mtg., Bd. Dec. 226; June 2007 Mtg., Bd. Dec. 264; January 2008 Mtg., Bd. Dec. 148; June 2010 Mtg., Bd. Dec. 182; January 2011 Mtg., Bd. Dec. 122; May 2011 Mtg., Bd. Dec. 178; June 2013 Mtg., Bd. Dec. 202; May 2014 Mtg., Bd. Dec. 115; July 2014 Mtg., Bd. Dec. 17; May 2015 Mtg., Bd. Dec. 170; April 2016 Mtg., Bd. Dec. 157; September 2016 Mtg., Bd. Dec. 45; January 2017 Mtg., Bd. Dec. 86; January 2017 Mtg., Bd. Dec. 88; *Amended by* June 2017 Mtg., Bd. Dec. 149; June 2017 Mtg., Bd. Dec. 156; September 2017 Mtg., Bd. Dec. 24; January 2019 Mtg., Bd. Dec. 84

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32.030.9. Magazine Subscription Requirements

The general secretary may act on behalf of the Board to excuse clubs from complying with the provisions of RI's constitutional documents that requires all Rotarians to subscribe to ~~a Rotary World Magazine Press publication (either *The Rotarian* magazine or an approved and prescribed certified regional magazine).~~ (~~April 2016 Mtg., Bd. Dec. 157~~ January 2019 Mtg., Bd. Dec. 80)

Source: November 1980 Mtg., Bd. Dec. 204(d); *Amended by* January 2009 Mtg., Bd. Dec. 132; October 2018 Mtg., Bd. Dec. 68

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32.090.16. Collaborating Organizations

The general secretary is authorized to determine designation criteria for collaborating organizations and to oversee their selection and approval. (January 2019 Mtg., Bd. Dec. 80)

Source: October 2018 Mtg., Bd. Dec. 47

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Cross References

~~34.030.7. Use of the Rotary Emblem with Program Emblems~~

~~41.070.23. Multidistrict Youth Exchange Program~~

~~42.020.6. Incorporation of Fellowships~~

~~42.030.11. Suspension and Termination of Recognition~~

35.030.7. List of Licensees in *Official Directory* and Promotion of Licensees

The general secretary shall publish in each *Official Directory* the name and relevant information of all current licensees who are up-to-date with their royalty payments at the time such publication goes to print.

The general secretary also shall promote the purchase of merchandise bearing the Rotary Marks from official licensees through: *Rotary Leader*; ~~the Rotary World Magazine Press~~ *The Rotarian* magazine and licensed regional magazines; mailings to all clubs as part of RI's regular mailings; mailings to all incoming governors; and training at the International Assembly and PETS. (~~June 2010 Mtg., Bd. Dec. 182~~ January 2019 Mtg., Bd. Dec. 80)

Source: June 1995 Mtg., Bd. Dec. 242; November 1996 Mtg., Bd. Dec. 69; *Amended by* June 1997 Mtg., Bd. Dec. 317; November 2006 Mtg., Bd. Dec. 35; June 2010 Mtg., Bd. Dec. 182; October 2018 Mtg., Bd. Dec. 68

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35.060.1. Advertising of Customized Merchandise

Vendors who seek to customize merchandise that is in competition with merchandise provided by official licensees must apply for a license from RI when seeking to sell such merchandise through advertising in ~~the Rotary World Magazine Press~~ *The Rotarian* magazine and the licensed regional magazines. Alternatively, vendors seeking to advertise in ~~the Rotary World Magazine Press~~ *The Rotarian* magazine and the licensed regional magazines to sell goods which may be customized and which may compete with officially licensed products shall be required to use the following disclaimer in any of their advertising: "Not licensed to reproduce the Rotary Marks," or other such disclaimer as the general secretary finds appropriate. The general secretary reserves the right to determine which advertisements shall require a disclaimer. (~~June 2004 Mtg., Bd. Dec. 236~~ January 2019 Mtg., Bd. Dec. 80)

Source: November 1994 Mtg., Bd. Dec. 65; June 2004 Mtg., Bd. Dec. 236; Amended by October 2018 Mtg., Bd. Dec. 68

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36.010.2. Benefits Provided to Other Organizations

All partners are eligible for one or more of the following services on a graduated basis, with specific benefits defined in each agreement:

- a) Promotion on the RI website and in the ~~Rotary World Magazine Press~~ *The Rotarian* magazine and the licensed regional magazines
- b) Information about the organization shared with Rotarians
- c) Invitation to apply for booth space at the RI Convention, consistent with section 57.110.7. of the Rotary Code of Policies
- d) Invitation to attend or participate in the RI Convention, based on established registration fees and guidelines
- e) A license to use one or more of the Rotary Marks, consistent with section 33.030.15. of the Rotary Code of Policies and/or the terms of partner's license agreement with RI/TRF

RI/TRF will not provide partners with any of the following:

- a) Membership or donor data
- b) Support for fundraising initiatives of other organizations

- c) An endorsement of the other organization or its programs
- d) Guarantees or commitments on behalf of Rotary clubs or districts to participate or support the other organization or its programs. (~~September 2011 Mtg., Bd. Dec. 32~~ January 2019 Mtg., Bd. Dec. 80)

Source: February 2007 Mtg., Bd. Dec. 158; *Amended by* September 2011 Mtg., Bd. Dec. 32; October 2018 Mtg., Bd. Dec. 68

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37.020.8. Publicity for Cooperation with UN

The general secretary shall arrange for periodic publication of articles in ~~the Rotary World Magazine Press~~ The Rotarian magazine and the licensed regional magazines on the UN, its agencies, and the work of RI's UN representatives. (~~November 2002 Mtg., Bd. Dec. 145~~ January 2019 Mtg., Bd. Dec. 80)

Source: November 1990 Mtg., Bd. Dec. 138; *Amended by* October 2018 Mtg., Bd. Dec. 68

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41.020.9. Relationship with Rotary International

The organization and functioning of intercountry committees is the independent activity of individual districts and is not a part of the program of RI. Clubs and districts are encouraged to use established intercountry committee relationships to enhance their participation in Rotary Foundation programs, especially in the development of grants.

Activities of and information about intercountry committees will be published on the RI website and in ~~the Rotary World Magazine Press~~ The Rotarian magazine and the licensed regional magazines. (~~May 2015 Mtg., Bd. Dec. 178~~ January 2019 Mtg., Bd. Dec. 80)

Source: January 1938 Mtg., Bd. Dec. 105; *Amended by* June 2007 Mtg., Bd. Dec. 281; September 2011 Mtg., Bd. Dec. 90; May 2015 Mtg., Bd. Dec. 178; October 2018 Mtg., Bd. Dec. 68

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41.040.1. Secretariat Service to Rotaract Clubs

The general secretary certifies organization of Rotaract clubs, produces program publications, distributes annual communications to all Rotaract clubs, sponsor Rotary clubs, district Rotaract representatives, and district Rotaract committee chairs, and promotes World Rotaract Week. The general secretary shall provide the following services to the Rotaract program:

- 1) Provide each district Rotaract representative with a free subscription to ~~a Rotary World Magazine Press magazine~~ The Rotarian magazine or a licensed regional magazine.

2) Provide the "Worldwide Rotaract Directory," that includes a list of the names and contact information of all reported district Rotaract representatives, on an annual basis to all Rotaract clubs, district Rotaract representatives, and district Rotaract committee chairs. (*January 2017 Mtg., Bd. Dec. 87 January 2019 Mtg., Bd. Dec. 80*)

Source: June 1988 Mtg., Bd. Dec. 389; October 1998 Mtg., Bd. Dec. 93; Amended by June 2010 Mtg., Bd. Dec. 214; January 2017 Mtg., Bd. Dec. 87; October 2018 Mtg., Bd. Dec. 68

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41.070.12. Travel Insurance for Rotary Youth Exchange Students

Partner districts shall determine where there may be gaps in coverage, in any national insurance plans or travel insurance coverage, and identify and purchase supplemental coverage to meet the minimums.

Evidence of student travel insurance coverage shall be submitted to, received by, and accepted by the host district prior to the student's departure from home. As the host Rotary district must be in a position to arrange immediate and emergency medical attention when it is needed, the host district must ~~be satisfied~~ approve that the insurance coverage carried by the student is with a responsible insurance company ~~which~~ and will ensure that any service providers receive complete and prompt payment. The parent or legal guardian of the Youth Exchange student is responsible for the payment of all medical and accident costs.

The parent or legal guardian of each student shall ~~provide~~ obtain travel insurance, including, but not limited to, medical and dental coverage for accidental injury and illness, ~~accidental death, dismemberment, and disability benefits (also known as capital benefits)~~, repatriation of remains, emergency evacuation, 24-hour emergency assistance services, and personal legal liability. Such amounts shall not be less than the following minimum limits and benefits per student:

- a) Provide coverage on a 24-hour basis from the time the student leaves their home until they return home inclusive of any personal travel before and/or after the agreed exchange period
- b) Valid in the host country, any transit countries and countries included on any tours with the exception of student's home country
- c) 24-hour emergency assistance services
- d) Minimum US\$1,000,000 for expenses related to injury or illness such as hospital, doctors/physicians, dentist, ambulance or other usual and customary medical services
- e) ~~US\$100,000 for accidental death, dismemberment, or disability~~
- e) Minimum US\$50,000 for necessary emergency transport or evacuation of student in the event of severe illness or bodily injury

fg) Minimum US\$50,000 for repatriation of student's remains or cremation expenses in the event of the death of the student

gh) Minimum US\$50,000 for necessary emergency transport or evacuation of student in the event of a non-medical emergency, including due to a political crisis or a natural disaster

hi) Minimum US\$500,000 for personal legal liability for liability arising from the student's actions or omissions that cause bodily injury to a third party or damage to a third party's property.

The Parents or legal guardians ~~should~~ may also consider obtaining the following additional travel insurance coverage options:

a) Accidental death, dismemberment, or disability

ba) Emergency Visitation. Provides reimbursement for emergency visitation expenses for the cost of reasonable transport and accommodation incurred by any one close relative or friend to travel to, travel with, remain with, or escort the student as a result of serious injury, illness, or death of the student

cb) Trip Cancellation or Curtailment. Provides reimbursement for trip cancellation or curtailment expenses provides coverage for travel expenses incurred because of an unexpected cancellation due to injury or illness

de) Property Coverage. Provides reimbursement for personal property losses, including student's loss of money or for theft or total loss of property such as baggage

ed) Kidnap & Extortion coverage. Provides access to trained specialists that respond to incidents of kidnap or threats to kill, injure, or kidnap a student where ransom is demanded and pays for costs of ransom.

Where it is a statutory or legal requirement for travel insurance to be purchased in the host country, such insurance shall be in accordance with these limits and benefits. In all other cases dual insurance should be avoided unless agreed to by all parties.

Clubs and districts are strongly encouraged to consult insurance counsel for advice on obtaining liability insurance and other coverage and should be fully informed about government's policies and regulations regarding foreign students, including insurance coverage requirements.

Participation in extreme sports, such as hang gliding, rock climbing, and bungee jumping, is discouraged. If students are allowed to participate in extreme sports, these activities should be undertaken with the host districts' and parent or legal guardian's written

permission, and additional adequate insurance should be obtained. (~~January 2017 Mtg., Bd. Dec. 87~~ January 2019 Mtg., Bd. Dec. 112)

Source: March 1997 Mtg., Bd. Dec. 275; Amended by June 2004 Mtg., Bd. Dec. 260; March 2005 Mtg., Bd. Dec. 218; November 2007 Mtg., Bd. Dec. 64; January 2009 Mtg., Bd. Dec. 152; January 2012 Mtg., Bd. Dec. 189; January 2017 Mtg., Bd. Dec. 87; January 2019 Mtg., Bd. Dec. 112

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42.020.2. Organization and Membership

~~A fellowship shall have a governing document (charter, constitution, bylaws or similar document) which must be consistent with RI policy. All governing documents, and amendments thereto, must be reviewed and approved by the general secretary in consultation with the Networking and Service Groups Committee. A fellowship shall be organized with at least three officers, one of whom shall be the chair. The chair must be an active Rotarian. A fellowship's membership may be open to all Rotarians, family members of Rotarians, program participants and alumni. (October 2018 Mtg., Bd. Dec. 58)~~

Source: March 1994 Mtg., Bd. Dec. 169; May 2003 Mtg., Bd. Dec. 381; Amended by October 2003 Mtg., Bd. Dec. 85; March 2005 Mtg., Bd. Dec. 205; June 2005 Mtg., Bd. Dec. 302; May 2015 Mtg., Bd. Dec. 184; October 2015 Mtg., Bd. Dec. 58; January 2017 Mtg., Bd. Dec. 113; January 2018 Mtg., Bd. Dec. 102; October 2018 Mtg., Bd. Dec. 58

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42.020.3.2. Criteria for Recognition as a Rotary Fellowship

~~The general secretary, in consultation with the Global Networking Groups Committee, recognizes Rotary Fellowships on behalf of the Board. All fellowships are subject to approval by the general secretary, acting on behalf of the Board, for recognition. The general secretary shall consult with the Networking and Service Groups Committee on these decisions. Fellowships formed to promote, participate or be involved in religious or political activities, deal with subjects that negatively affect health or safety, or are not in accord with the Object of Rotary or the overall policy and program of Rotary International shall not be recognized.~~

To be recognized as a fellowship, a fellowship must group shall:

- ~~1) Be a group of~~ Have at least 25 prospective members representing at least five countries who share a common interest in a specific worthwhile activity which advances the Object of Rotary.
- 2) Not duplicate the purposes of an existing fellowship.
- 3) Be led by an active Rotarian.
- 4) Have governing documents (charter, constitution, bylaws, or similar documents), which shall be consistent with RI policy.
- 5) Propose a web presence strategy (such as a website, social media page, etc.)

~~Groups that are denied recognition may not reapply for a period of two years from the date of denial. (October 2018 Mtg., Bd. Dec. 58; January 2019 Mtg., Bd. Dec. 115)~~

Source: November 1997 Mtg., Bd. Dec. 141; August 1999 Mtg., Bd. Dec. 66; November 2002 Mtg., Bd. Dec. 101; May 2003 Mtg., Bd. Dec. 381; March 2005 Mtg., Bd. Dec. 205; Amended by June 2005 Mtg., Bd. Dec. 302; October 2013 Mtg., Bd. Dec. 43; October 2015 Mtg., Bd. Dec. 58; January 2017 Mtg., Bd. Dec. 87; January 2017 Mtg., Bd. Dec. 113; October 2018 Mtg., Bd. Dec. 58. See also November 1996 Mtg., Bd. Dec. 106; January 2019 Mtg., Bd. Dec. 115

42.020.3. Maintaining Active Status

The general secretary will promote fellowships as member engagement and retention opportunities.

Fellowships meeting the following criteria will receive promotional preference through Rotary media and at events such as the International Convention, subject to space availability:

- 1) Maintain a web presence (website, social media page) with current information
- 2) Report their chair annually to Rotary International
- 3) Submit an annual report to the general secretary by 1 September
- 4) Respond to inquiries from its members, prospective members, and the general secretary (January 2019 Mtg., Bd. Dec. 115)

Source: January 2019 Mtg., Bd. Dec. 115

42.020.4. Services

~~The general secretary provides the following services to a fellowship in good standing: use of the Rotary Marks; listing in the *Official Directory*, program publications, and on the RI website; and provision of a booth and meeting room at the International Convention, on a space available basis.~~

~~To maintain its status as a fellowship, a fellowship must~~

- ~~1) Function in accordance with its recognized purpose and in accordance with RI policy~~
- ~~2) Consistently distribute print or electronic communications to all members of the Rotary Fellowship.~~
- ~~3) Hold an annual meeting, in person or online, through which fellowship members in good standing can interact~~
- ~~4) Submit the annual report of activities and finances requested by the general secretary, with a copy to its members, by 1 October. (January 2017 Mtg., Bd. Dec. 113)~~

Source: May 2003 Mtg., Bd. Dec. 381; June 2004 Mtg., Bd. Dec. 257; Amended by June 2005 Mtg., Bd. Dec. 302; May 2012 Mtg., Bd. Dec. 244; January 2017 Mtg., Bd. Dec. 113

42.020.5.4. ~~Suspension and Termination of Recognition~~

~~The general secretary, acting on behalf of the Board, may suspend services provided to a fellowship, with or without the consent of the fellowship's officers or members, for failure to function in accordance with RI policy. To be reinstated, the fellowship must address the concerns communicated by the general secretary within 12 months of the date of suspension.~~

The general secretary, acting on behalf of the Board, may terminate a suspended fellowship's recognition, with or without the consent of the fellowship's officers or members, for failure to reinstate comply with RI policies.

The general secretary ~~may~~, acting on behalf of the Board, may terminate a Rotary Fellowship in cases where the group has decided to voluntarily disband. Disbanded and terminated fellowships shall donate any remaining funds to The Rotary Foundation. (*January 2017 Mtg., Bd. Dec. 113*January 2019 Mtg., Bd. Dec. 115)

Source: November 1989 Mtg., Bd. Dec. 96; *Amended by* May 2003 Mtg., Bd. Dec. 381; June 2004 Mtg., Bd. Dec. 257; November 2005 Mtg., Bd. Dec. 78; January 2008 Mtg., Bd. Dec. 164; January 2017 Mtg., Bd. Dec. 113; January 2019 Mtg., Bd. Dec. 115

42.020.6. ~~Incorporation of Fellowships~~

~~The advisability of incorporation is a matter the members should determine in light of the fellowship's activities. Applications for incorporation must be submitted to and approved by the general secretary. The articles of incorporation, or equivalent corporate document, of a fellowship must include a statement to the effect that the fellowship is not an activity or agency of RI. (*January 2017 Mtg., Bd. Dec. 87*)~~

Source: January 1976 Mtg., Bd. Dec. 161; *Amended by* May 2003 Mtg., Bd. Dec. 381; March 2005 Mtg., Bd. Dec. 205; June 2005 Mtg., Bd. Dec. 302

42.020.7. ~~Fellowships at RI Conventions~~

~~Fellowships are encouraged to arrange pre- and post-Convention activities in connection with the convention each year. The convention committee should assist in organizing such convention-related events and publicizing fellowship activities at the convention. RI will provide gratis booth space and meeting space for Rotary Fellowships in good standing, where possible, with the provisions that no fundraising may take place. (*January 2017 Mtg., Bd. Dec. 113*)~~

Source: January 1973 Mtg., Bd. Dec. 168; June 2004 Mtg., Bd. Dec. 257; *Amended by* May 2003 Mtg., Bd. Dec. 381; January 2012 Mtg., Bd. Dec. 201; May 2012 Mtg., Bd. Dec. 244; May 2012 Mtg., Bd. Dec. 277

42.020.8. ~~Fellowship Information in the Official Directory~~

~~The name, and website of each fellowship, and the name and contact information of the chair of each fellowship, shall be listed in the *Official Directory* each year, provided that such information is submitted by the date set by the general secretary. (*January 2017 Mtg., Bd. Dec. 87*)~~

Source: January 1986 Mtg., Bd. Dec. 193; *Amended by* May 2003 Mtg., Bd. Dec. 381; January 2017 Mtg., Bd. Dec. 87

42.020.9. ~~Promotion of Fellowships~~

~~Governors are encouraged to promote fellowship activities in monthly letters and to report at the district training assembly or district conference on progress in fellowship activities~~

~~for the year. Fellowships are encouraged to organize events to increase interest in their activities and in Rotary in general, and to maintain websites that promote their activities and inform their members. (January 2017 Mtg., Bd. Dec. 113)~~

~~Source: January 1970 Mtg., Bd. Dec. 129; Amended by May 2003 Mtg., Bd. Dec. 381; January 2017 Mtg., Bd. Dec. 87; January 2017 Mtg., Bd. Dec. 113~~

42.020.10-5. Statement in Publications

A prospective Fellowship must prominently identify itself as a “prospective” group.

Rotary Fellowships must prominently display the statement “This fellowship is not an agency of, or controlled by, Rotary International” or similar language approved by the general secretary in newsletters, publications, brochures, and websites must prominently display the statement “This fellowship is not an agency of, or controlled by, Rotary International” or similar language approved by the general secretary. Following is an approved example of how such language may be incorporated into a statement describing the fellowship.

“The International Golfing Fellowship of Rotarians is a group of Rotarians dedicated to promoting golfing as an opportunity for fellowship. This fellowship operates in accordance with Rotary International policy, but is not an agency of, or controlled by, Rotary International.” (~~June 2005 Mtg., Bd. Dec. 302~~January 2019 Mtg., Bd. Dec. 115)

~~Source: May 2003 Mtg., Bd. Dec. 381; Amended by June 2005 Mtg., Bd. Dec. 302; January 2019 Mtg., Bd. Dec. 115~~

42.020.11-6. Agreements with Other Parties

Any agreement between a fellowship and other parties must clearly state that the fellowship is not an agency of, or controlled by Rotary International, an Illinois corporation, and that Rotary International is not liable for the activities of the fellowship. Any such agreement must also clearly state that Rotary International is not a party to the agreement, and that Rotary International is not liable for the performance of, or any obligation under, the agreement.

A fellowship may not enter into cooperative relationships with other organizations on behalf of RI. (~~June 2005 Mtg., Bd. Dec. 302~~)

~~Source: March 2005 Mtg., Bd. Dec. 205; June 2005 Mtg., Bd. Dec. 302~~

42.020.12. Fellowship Dues

~~Fellowship dues must be of a reasonable amount and limited to that necessary to cover administrative costs. Each fellowship shall disclose how dues are used in their governing documents, and on their membership application materials. (June 2005 Mtg., Bd. Dec. 302)~~

~~Source: June 2004 Mtg., Bd. Dec. 257; Amended by June 2005 Mtg., Bd. Dec. 302~~

42.020.13. Fellowships and Other Organizations

~~In order to ensure coordination and cooperation with Rotary Entities that may be involved in similar activities and avoid conflicts of interest, Rotary Fellowships approaching other organizations for funds in excess of US\$25,000 or other cooperative relationships shall~~

~~notify the general secretary in advance of any applications. This provision also applies to funds that will be disbursed to a third party organization working with the group. (June 2005 Mtg., Bd. Dec. 302)~~

~~Source: June 2004 Mtg., Bd. Dec. 258; Amended by March 2005 Mtg., Bd. Dec. 205; June 2005 Mtg., Bd. Dec. 302~~

~~42.020.14. Fellowship Circularization Policy~~

~~A Rotary Fellowship desiring to request the cooperation of districts, clubs or Rotarians outside of its own membership in connection with any matter whatsoever, by any means, including telemarketing, shall first submit its purpose and plans to the governor or governors of the involved area and secure his, her, or their approval.~~

~~A Rotary Fellowship(s) engaging in these types of activities must comply with RI policy for use of the Rotary Marks, including use of proper identification and qualifying language regarding the Rotary Fellowship(s).~~

~~No Rotary Fellowship shall solicit financial assistance or participation in commercial ventures from any Rotary district or club or from individual Rotarians other than its own members unless and until it first secures authorization from the Board. (January 2017 Mtg., Bd. Dec. 113)~~

~~Source: March 2005 Mtg., Bd. Dec. 205; Amended by June 2005 Mtg., Bd. Dec. 302; November 2007 Mtg., Bd. Dec. 32~~

~~42.020.15.7. Youth Protection~~

~~Rotary Fellowships must protect the safety and wellbeing of all youth participating in their activities and comply with Rotary International's youth protection policies. A Rotary Fellowship may not grant membership or affiliation to a person who is known to have engaged in sexual abuse or harassment or who is prohibited from being a member of a Rotary club. (Upon obtaining information that a fellowship has knowingly failed to terminate the membership or affiliation of such an individual, the RI Board may terminate the Rotary Fellowship for failure to comply). (January 2017 Mtg., Bd. Dec. 113)~~

~~Source: May 2015 Mtg., Bd. Dec. 184; January 2017 Mtg., Bd. Dec. 113~~

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42.030.1. Purpose and Membership

A Rotarian Action Group shall be an association of Rotarians, family members of Rotarians, program participants and alumni who have as their purpose the advancement of the Object of Rotary by providing assistance and support to Rotary clubs, districts, and multidistricts in planning and implementing large-scale, community development and humanitarian service projects. Membership may also be offered to Rotaract clubs, Rotary clubs, and districts on an annual basis at the discretion of the Rotarian Action Groups' board of directors. (January 2016 Mtg., Bd. Dec. 123; January 2019 Mtg., Bd. Dec. 115)

Source: June 2005 Mtg., Bd. Dec. 302; Amended by January 2011 Mtg., Bd. Dec. 137; September 2011 Mtg., Bd. Dec. 88; May 2014 Mtg., Bd. Dec. 143; January 2016 Mtg., Bd. Dec. 123; January 2019 Mtg., Bd. Dec. 115

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42.030.5. Requirements for Provisionally Recognized Rotarian Action Groups

Within two years of the date of provisional recognition, a Rotarian Action Group must demonstrate its viability by doing the following:

- 1) Maintain at least 50 members representing at least five countries and three zones
- 2) Provide evidence of support for at least three multi-club or district community development and humanitarian service projects
- 3) Help clubs and districts obtain partners (within or outside of Rotary) and other resources for their projects
- 4) Maintain a website with current information and resources
- 45) Meet all of the requirements and policies for Rotarian Action Groups

Provisionally recognized Rotarian Action Groups shall have all the rights and responsibilities of Rotarian Action Groups. At the end of the two-year period, the Networking and Service Groups Committee shall evaluate and recommend that the Board recognize or terminate the provisional Rotarian Action Group. Groups that are denied recognition may not reapply for a period of two years from the date of denial. (~~October 2018 Mtg., Bd. Dec. 58~~January 2019 Mtg., Bd. Dec. 115)

Source: January 2017 Mtg., Bd. Dec. 113; *Amended by* October 2018 Mtg., Bd. Dec. 58; January 2019 Mtg., Bd. Dec. 115

42.030.6 Maintaining Status as a Rotarian Action Group

To maintain its status as a Rotarian Action Group, a group must:

- 1) Function in accordance with its recognized purpose and in accordance with RI policy.
- 2) Regularly collaborate with clubs, districts, and multidistricts on international service projects in their area of specialty.
- 3) Annually ~~S~~support at least three multi-club or district community development and humanitarian service projects. Groups shall maintain a record of their involvement and project outcomes.
- 4) Consistently distribute print or electronic communications to members of the Rotarian Action Group.
- 5) Maintain a website with current information and resources.
- 56) Hold an annual meeting, in person or online, through which members can interact.
- 67) Submit an annual report of activities and finances, as requested by the general secretary, with a copy to its members by 1 October.
- 78) Annual reports shall be reviewed by the general secretary and the Networking and Service Groups Committee to determine whether groups are maintaining their active status. (~~October 2018 Mtg., Bd. Dec. 58~~January 2019 Mtg., Bd. Dec. 115)

Source: June 2005 Mtg., Bd. Dec. 302; *Amended by* January 2011 Mtg., Bd. Dec. 137; January 2016 Mtg., Bd. Dec. 123; January 2017 Mtg., Bd. Dec. 113; October 2018 Mtg., Bd. Dec. 58; January 2019 Mtg., Bd. Dec. 115

42.030.7. Rotarian Action Group Communication Policies

1. Websites

Rotarian Action Groups ~~are encouraged to~~ must maintain websites that promote their activities and inform their members. Groups in formation that have not yet received recognition from the Board may organize a website to seek potential members, as long as the website clearly states that the group is not a Rotarian Action Group, and does not use the Rotary Marks. Groups in formation that are denied recognition must disable these websites upon notification of the Board's decision.

2. Contact with clubs and districts

Rotarian Action Groups may contact district governors and district governors-elect. Rotarian Action Groups may contact clubs only when a district governor grants express permission. This permission must be renewed annually with the change in district leadership.

~~3. Compliance with Rotary Marks policies~~

~~Rotarian Action Groups' communications must comply with RI policy for use of the Rotary Marks, including use of proper identification and qualifying language.~~

~~3.4. Conflicts of interest~~

~~It is not permissible for a member of a Rotarian Action Group to circularize on matters affecting his or her individual business interests.~~

~~4.5. Statement in communications and publications~~

~~Rotarian Action Groups' communications (electronic and print), publications, and websites must prominently display the statement "This Rotarian Action Group is not an agency of, or controlled by, Rotary International" or similar language approved by the general secretary. This language must also be prominently included in any communications to, or agreements with, outside parties.~~

Following is an approved example of how such language may be incorporated into a statement describing a Rotarian Action Group.

"The Rotarian Action Group for Urban Concerns is a group of Rotarians whose purpose is to mobilize Rotarians and provide global leadership to address issues such as crime, unemployment, substance abuse, and homelessness. This Rotarian Action Group operates in accordance with Rotary International policy, but is not an agency of, or controlled by, Rotary International." (January 2012 Mtg., Bd. Dec. 191 January 2019 Mtg., Bd. Dec. 115)

Source: June 2005 Mtg., Bd. Dec. 302; Amended by November 2006 Mtg., Bd. Dec. 75; January 2011 Mtg., Bd. Dec. 137; September 2011 Mtg., Bd. Dec. 88; January 2012 Mtg., Bd. Dec. 191; January 2019 Mtg., Bd. Dec. 80; January 2019 Mtg., Bd. Dec. 115

42.030.10. Services

Services include use of the Rotary Marks; listing ~~of up to three officers~~ in the *Official Directory*, program publications, and on the RI website; and priority access to booth space and meeting space at the International Convention at no cost, on a space available basis. (~~January 2017 Mtg., Bd. Dec. 87~~ January 2019 Mtg., Bd. Dec. 80)

Source: June 2005 Mtg., Bd. Dec. 302; *Amended by* January 2011 Mtg., Bd. Dec. 137; September 2011 Mtg., Bd. Dec. 88; January 2012 Mtg., Bd. Dec. 201; January 2017 Mtg., Bd. Dec. 87; January 2019 Mtg., Bd. Dec. 80

42.030.11. Suspension and Termination of Recognition

The general secretary, acting on behalf of the Board, may suspend services provided to a Rotarian Action Group, with or without the consent of the group's officers or members, for failure to function in accordance with RI policy. To be reinstated, the group must address the concerns communicated by the general secretary within six months of the date of suspension. The general secretary, acting on behalf of the Board, may reinstate a suspended Rotarian Action Group. In the case of non-compliance, the Networking and Service Groups Committee may recommend that the Board terminate the group.

Groups that are terminated may not reapply for a period of two years from the date of termination.

The general secretary may, acting on behalf of the Board, terminate a Rotarian Action Group in cases where the group has decided to voluntarily disband.

Disbanded or terminated Rotarian Action Groups shall donate any remaining funds to The Rotary Foundation.

~~The general secretary may, acting on behalf of the Board, notify district governors of terminations or suspensions as appropriate. (October 2018 Mtg., Bd. Dec. 58~~ January 2019 Mtg., Bd. Dec. 80)

Source: June 2005 Mtg., Bd. Dec. 302; November 2005 Mtg., Bd. Dec. 78; January 2011 Mtg., Bd. Dec. 137; January 2017 Mtg., Bd. Dec. 113; October 2018 Mtg., Bd. Dec. 58; January 2019 Mtg., Bd. Dec. 80

42.030.12. Rotarian Action Group Dues and Fundraising

Rotarian Action Groups ~~dues must be of a reasonable amount and each group~~ shall disclose how dues are used in their governing documents, and on their membership application materials. Rotarian Action Groups shall prepare and circulate a statement of income and expenses annually to their members ~~as provided in 42.020.9.~~

Rotarian Action Groups may have paid staff. Groups may pay staff salaries and other administrative costs through membership dues, through project administrative fees paid as part of a grant, or through donations designated for such expenses.

Rotarian Action Groups may solicit funds, including on their websites, from individuals and/or organizations, provided that donations are for the purpose of supporting:
--a Rotary club, district, or multidistrict project

--The Rotary Foundation

--a separate implementing organization working with Rotary clubs on a project (provided there is no conflict of interest between the Rotarian Action Group, its officers and/or directors, and the entity receiving the funds)

Rotarian Action Groups may hold donations for the groups listed above in an amount not to exceed US\$100,000. Rotarian Action Groups seeking to hold funds in excess of US\$100,000 shall first obtain approval from the Networking and Service Groups Committee. (~~October 2018 Mtg., Bd. Dec. 58~~ January 2019 Mtg., Bd. Dec. 80)

Source: June 2005 Mtg., Bd. Dec. 302; *Amended by* January 2011 Mtg., Bd. Dec. 137; September 2011 Mtg., Bd. Dec. 88; January 2016 Mtg., Bd. Dec. 123; January 2017 Mtg., Bd. Dec. 113; October 2018 Mtg., Bd. Dec. 58; January 2019 Mtg., Bd. Dec. 80

42.030.13. Rotarian Action Groups and Other Organizations

~~1. RI/TRF No Contact List~~

~~Rotarian Action Groups may not contact any organizations on the “no contact list,” as defined in 35.010.3, without the express written consent of the general secretary.~~

1. Grant-seeking policy

Rotarian Action Groups approaching other organizations for funds in excess of US\$25,000 shall first provide a draft copy to the general secretary and obtain express approval prior to submitting any formal applications. This provision also applies to funds that will be disbursed to a third party organization working with the group.

2. Cooperative relationship policy

Rotarian Action Groups approaching other organizations with the intention of establishing formal, written cooperative relationships or other agreements shall first provide a draft copy to the general secretary and obtain express approval in advance of any formal action. (*January 2011 Mtg., Bd. Dec. 137* January 2019 Mtg., Bd. Dec. 80)

Source: June 2005 Mtg., Bd. Dec. 302; *Amended by* November 2006 Mtg., Bd. Dec. 75; February 2007 Mtg., Bd. Dec. 159; January 2011 Mtg., Bd. Dec. 137; January 2019 Mtg., Bd. Dec. 80

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~~42.030.15. Establishment of Charitable Entities and Organizations~~

~~Rotarian Action Groups may not establish their own foundations, trusts, or other similar charitable entities. Rotarian Action Groups may not establish other organizations, for example an implementing organization, to circumvent any of the policies listed above. (*January 2011 Mtg., Bd. Dec. 137*)~~

Source: January 2011 Mtg., Bd. Dec. 137

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Cross References

2.120. Youth Protection
40.010.1. Definition of Program Participants
40.050.1. Definition of Rotary Alumni
Article 33. Rotary Marks
35.010.3. Contact with Other Organizations

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42.040. Incorporation Guidelines For Global Networking Groups

The following recommended minimum guidelines apply to all Global Networking Groups that choose to incorporate:

1. The name of the incorporated Global Networking Group shall be the same as the name approved by the RI Board
2. The corporation shall be a not-for-profit entity, and it shall pay no dividend and no part of its money, property or other assets shall be distributed to its members, directors, or officers
3. Where any provision of the corporate documents of the incorporated Global Networking Group is not in conformity with the constitution, bylaws, or policies of RI, the terms of the constitution, bylaws, or policies of RI shall prevail at all times
4. All members of the Global Networking Group shall be members of the incorporated entity
5. The initial membership of the Global Networking Group shall be the members of the Global Networking Group as of the time of the incorporation. The addition or removal of a member from a Global Networking Group pursuant to the Global Networking Group's governing document shall immediately and automatically result in a corresponding change in the membership of the corporation
6. The board of directors and officers of the Global Networking Group corporation shall be limited to members of the Global Networking Group
7. The number and terms of the directors shall be as required by local law and as provided for by the incorporated Global Networking Group's corporate documents
8. The board of the Global Networking Group at the time of the incorporation shall be the board of the incorporated group. Incorporated Rotarian Action Groups must have at least five board members who are active Rotarians; incorporated Rotary Fellowships must have at least three board members, chaired by an active Rotarian. The Global Networking Group may elect such other officers as required by local law and as provided for in its corporate documents
9. The chair shall report annually to the members on the status of the Global Networking Group incorporation
10. The Global Networking Group corporation is not an activity or agency of RI.

11. The Global Networking Group corporation shall immediately and automatically cease operations and begin dissolution upon directive of the RI Board or upon the approval of the members of the corporation. The chair shall provide the Board notice of a decision by the Global Networking Group to dissolve the corporation, and shall provide a final report upon the completion of the dissolution process. (~~January 2017 Mtg., Bd. Dec. 113~~ January 2019 Mtg., Bd. Dec. 80)

Source: November 2005 Mtg., Bd. Dec. 76; Amended by January 2017 Mtg., Bd. Dec. 87; January 2017 Mtg., Bd. Dec. 113; January 2019 Mtg., Bd. Dec. 80

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51.010.5. Official Magazine Advertising Policy

The Board has adopted the following:

ADVERTISING POLICY OF THE OFFICIAL MAGAZINE

I) *General Policy*

- a. The magazine shall actively solicit high-grade advertising from reputable advertisers of worthy goods and services.
- b. Cautious judgment be exercised in the acceptance of advertising, to the end that there will be in the magazine no advertising which is offensive to good morals or decency, or that promises something different from what the advertiser will deliver.
- c. The Board, the general secretary acting on its behalf, is responsible for administering this policy and making the final decision on questions of advertising acceptance.
- d. It is recognized that Rotarians are of necessity in competition with each other in their business and professional interests and that such competition should not be the basis for rejection of legitimate advertising.
- e. RI does not endorse any advertiser and does not assume financial responsibility or obligation in connection with advertised goods and services.

II) *Standard for Acceptance*

- a. The value of goods or services offered must be reasonably stated and product, service, copy, and illustration must be acceptable by the standards of aesthetics and good taste one would expect in a prestige magazine.
- b. The decision on the acceptability of advertising for any commodity or service can be influenced by the opinions of recognized trade or professional groups and credit agencies.

III) *Free Advertising*

- a) Free advertising space shall be available only to RI.

IV) *Use of Rotary Emblem, Personal Rotary Affiliation, Rotary Club Supplies*

- a. The general regulations of RI concerning use of the Rotary emblem also apply to advertising.
- b. Mention of an advertiser's personal Rotary affiliation shall not be permitted in such advertising.
- c. When the advertisement of a dealer in club supplies is received, it must be determined that the products being distributed are made by franchised manufacturers. In the case of a manufacturer's advertisement, it must be determined that such person is manufacturing under a license granted by RI.
- d. The Board shall develop and periodically review categories of acceptable and unacceptable advertising to guide the general secretary in administering this policy.
- e. Vendors who seek to customize merchandise that is in competition with merchandise provided by official licensees must apply for a license from RI when seeking to sell such merchandise through advertising in ~~the Rotary World Magazine Press~~ The Rotarian magazine and the licensed regional magazines. Alternatively, vendors seeking to advertise in ~~the Rotary World Magazine Press~~ The Rotarian magazine and the licensed regional magazines to sell goods which may be customized and which may compete with officially licensed products shall be required to use the following disclaimer in any of their advertising, "Not licensed to reproduce the Rotary Marks," or other such disclaimer as the general secretary finds appropriate. The general secretary reserves the right to determine which advertisements shall require a disclaimer.

Customized, competing goods are any goods that directly compete with goods offered by Rotary International's officially licensed vendors ("Licensed Products"). A complete list of Licensed Products is available on RI's website, www.rotary.org.

The general secretary reserves the right to determine which goods compete with Licensed Products.

V) *Unacceptable Advertising*

- a) Each case is to be decided on its merits. The following types of advertising are not acceptable:
 - 1) Fraudulent or misleading advertising; false, unwarranted or exaggerated claims; vulgar, suggestive or offensive copy; and "bait" advertising where the reader is denied a fair opportunity to purchase the products or services advertised on the terms indicated
 - 2) Advertising which attacks competitors unfairly or disparages their products, services or methods

- 3) Supports the use of addictive or harmful products and activities including but not limited to tobacco, weapons or other armaments, or medical advertising of products containing habit forming or dangerous drugs; contraceptive devices; medical advertising which, in the opinion of the publisher, would be offensive to readers and adjacent advertisers
- 4) Advertising by clubs which solicits donations from other clubs or Rotarians, or is otherwise contrary to RI's solicitation and/or circularization policies
- 5) Advertising for raffles or lotteries that may be contrary to law
- 6) Advertising that targets Rotarians or Rotary Entities for donations, while not prohibiting open calls for donations
- 7) Conflicts with Rotary's ethical and humanitarian values or is otherwise not in accord with the Object of Rotary
- 8) Undermines internationally recognized standards for human rights
- 9) Unfairly discriminates based on race, ethnicity, gender, language, religion, political or other opinion, national or social origin, property, or birth or other status
- 10) Promotes a particular political or religious viewpoint
- 11) Advertising by clubs or Rotarians offering to act as intermediaries for other Rotarians in making business contacts
- 12) Advertising which too closely resembles the magazine's editorial content. (Any advertisement which, in the opinion of the publisher, may be mistaken for editorial content will be labeled "advertisement.")
- 13) Weaken the autonomy, independence, reputation, or financial integrity of Rotary International or The Rotary Foundation
- 14) Advertising from organizations that seek donations from Rotarians for their own humanitarian and educational programs. (~~January 2008 Mtg., Bd. Dec. 203~~ January 2019 Mtg., Bd. Dec. 80)

Source: October-November 1980 Mtg., Bd. Dec. 203; November 1994 Mtg., Bd. Dec. 65; October 2003 Mtg., Bd. Dec. 49; June 2004 Mtg., Bd. Dec. 236; *Amended by* May 2003 Mtg., Bd. Dec. 325; January 2008 Mtg., Bd. Dec. 203; October 2018 Mtg., Bd. Dec. 68

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51.020.2. ~~Rotary World Magazine Press~~ Rotary World Magazine Press Editors Seminar

RI will conduct the ~~Rotary World Magazine Press~~ Rotary World Magazine Press Editors Seminar every two years. While RI will pay hotel and meal costs, the participating editors and representation will be responsible for their own transportation costs.

Regional zone editors' meetings in the alternate year shall be encouraged, at no cost to RI.
(~~October 2012 Mtg., Bd. Dec. 37~~ January 2019 Mtg., Bd. Dec. 80)

Source: January-February 1986 Mtg., Bd. Dec. 209; November 2004 Mtg., Bd. Dec. 140; *Amended by* November 2010 Mtg., Bd. Dec. 100; May 2012 Mtg., Bd. Dec. 291; October 2018 Mtg., Bd. Dec. 68

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51.020.4. Guidelines for Rotary Regional Magazine Licensing

The Board has approved the following guidelines for Rotary regional magazine licensing:

a) Qualifications

1. Only regional magazines that have been approved for their country(ies) by the RI Board are eligible to be licensed ~~as part of the RWMP~~.
2. Regional magazines with circulation of 5,000 or more must be directly supervised by an advisory board consisting of at least six members, including a current governor or designate, a current incoming governor or designate, the magazine's editor in chief, and three past RI officers (preferably media professionals or members with communications experience). Regional magazines with circulation of less than 5,000 must be directly supervised by an advisory board consisting of a minimum of three members, including a current governor or designate, a current incoming governor or designate and the magazine's editor in chief. Members will serve for a period of at least one year, and the advisory board must meet at least once a year. The advisory board shall fairly and equally represent the region it serves.
3. To become licensed and maintain their licensed status, regional magazines must consistently publish the mandatory Rotary content as supplied by RI. Editorial content must reflect that the regional magazine serves all Rotary countries or districts within its territory, and is published in the primary, officially recognized language.
 - i) The editors and advisory boards of regional magazines shall ensure adherence to RI policy on political and religious matters and strive to promote the Rotary principle of welcoming men and women of all races, nations, religious faiths, vocations, and political persuasions to membership.
 - ii) Regional magazines shall not express an editorial opinion on any pending controversial public measure.
 - iii) Regional magazines shall not endorse, recommend, or otherwise express an editorial opinion about any candidate for public office or Rotary office, or publish any letter, speech, or other content supporting or otherwise commenting on any such candidate.
 - iv) Regional magazines shall not express an editorial opinion on international political affairs or publish any letter, speech, or other content on such affairs.

4. Licenses will be issued to only one regional magazine per country or geographic area, except in countries or geographic areas where the number of languages spoken warrants more than one regional magazine, as determined by the RI Board.

5. The Communications Committee will determine if magazines meet the requirements for licensing. Following RI Board approval, all regional magazines must enter into an agreement with RI delineating the nature of the relationship and setting forth the guidelines for publishing a licensed Rotary regional magazine. Once the agreement is signed, the regional magazines may announce or publish news of their licensed status.

6. RI shall review every regional magazine. Should any noncompliance with RI guidelines be discovered, the regional magazine may be placed on probation or terminated, as set forth in the license agreement with RI.

b) Procedures

1. Regional magazines must comply with RI's report filing requirements, as set forth in the license agreement with RI.

2. Regional magazines must adhere to RI Board guidelines for reproduction and use of the Rotary Marks.

3. Regional magazines must comply with the payment obligations, as set forth in the license agreement with RI.

4. Recognizing that Rotarians must subscribe to either *The Rotarian* magazine or one of the regional magazines (RI Bylaws section 21.030.), licensed magazines ~~of the Rotary World Magazine Press (RWMP)~~ are required to bill separately for the regional magazine subscription, making clear that any other services or products they offer are optional, and because these other services and/or products are not covered by the terms of the license agreement with RI.

5. Pursuant to Article 22.020.1. of the RI bylaws, licensed regional magazines shall be responsible for establishing a mechanism for billing and collection of subscription fees. RI recognizes that this sometimes involves the cooperation of the local clubs and districts.

6. Further to Article 22.020.2. of the RI bylaws, revenue received by the licensed magazines shall be applied to the publication and improvement of the magazines and any other licensed communications vehicles, wherever possible, and in accordance with the terms of the license agreement with RI.

7. Regional magazines must submit the following information to RI:

i) A detailed content summary and Table of Contents in English of each issue, plus at least three copies of each issue immediately upon publication;

ii) a list of advisory board members, including each member's name, title (if any), and length of term, and an annual schedule of advisory board meetings;

- iii) basic circulation information, including the number of paid and complimentary subscriptions and the annual subscription cost;
 - iv) verification that standard circulation requirements (two or more Rotary districts or at least two Rotary countries) are being met;
 - v) verification of publication frequency (at least six times per year);
 - vi) a current magazine editorial calendar and a projection of any major changes or planned improvements for the licensed period;
 - vii) a report of advertising policy and rates;
 - viii) a financial stability letter, signed by the chair of the regional magazine advisory board. The statement will verify that the regional magazine is financially viable and in a position to maintain publication.
 - ix) Regional magazines shall also submit profit and loss statements and other financial documents that illustrate financial solvency and revenues and expenses, as set forth in the license agreement with RI. Regional World Magazine Publications shall provide audited financial statements to RI on an annual basis and publish same to their subscribers annually.
8. Failure to comply with the terms of the license agreement with RI will result in probation and/or termination, at RI's discretion, in accordance with the terms of the license agreement with RI. (~~April 2018 Mtg., Bd. Dec. 164~~ January 2019 Mtg., Bd. Dec. 80)

Source: February 1999 Mtg., Bd. Dec. 259; *Amended by* February 2002 Mtg., Bd. Dec. 217; November 2004 Mtg., Bd. Dec. 140; November 2005 Mtg., Bd. Dec. 109; January 2009 Mtg., Bd. Dec. 193; June 2010 Mtg., Bd. Dec. 182; November 2010 Mtg., Bd. Dec. 100; January 2011 Mtg., Bd. Dec. 117; May 2011 Mtg., Bd. Dec. 247; September 2011 Mtg., Bd. Dec. 34; May 2014 Mtg., Bd. Dec. 163; May 2015 Mtg., Bd. Dec. 195; April 2018 Mtg., Bd. Dec. 164; October 2018 Mtg., Bd. Dec. 68

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Cross References

- 2.010.1. Rotary Clubs Failure to Function*
- 19.010.5. Governors' Responsibilities to ~~Rotary World Magazine Press~~ The Rotarian Magazine and Regional Magazines*
- 32.030.9. Magazine Subscription Requirements*
- 48.020.3. Translation of Regional Magazines*
- 57.050.6. Registration Fee Waiver for Regional Editors*
- 60.020.2. Regional Magazine Editors*

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69.020.5. Rotary International Travel Service (RITS) Travel and Expense Policy

The Board regularly reviews and amends, where necessary, the RI Travel Service (RITS) Travel and Expense Policy. (~~September 2017 Mtg., Bd. Dec. 24~~January 2019 Mtg., Bd. Dec. 85)

Source: November 1995 Mtg., Bd. Dec. 154; *Amended* by June 2001 Mtg., Bd. Dec. 314; June 2001 Mtg., Bd. Dec. 315; November 2002 Mtg., Bd. Dec. 65; May 2003 Mtg., Bd. Dec. 420; July 2004 Mtg., Bd. Dec. 16; March 2005 Mtg., Bd. Dec. 253; November 2006 Mtg., Bd. Dec. 127; June 2007 Mtg., Bd. Dec. 256; June 2008 Mtg., Bd. Dec. 248; June 2009 Mtg., Bd. Dec. 276; November 2010 Mtg., Bd. Dec. 110; June 2013 Mtg., Bd. Dec. 212; April 2016 Mtg., Bd. Dec. 162; June 2017 Mtg., Bd. Dec. 170; September 2017 Mtg., Bd. Dec. 24; January 2019 Mtg., Bd. Dec. 85

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69.040.4. Disclosure of Payments to RI General Officers

Any payments provided to Rotary senior leaders, other than reasonable, documented expenditures reimbursable pursuant to the expense reimbursement policy established by the Board, shall be disclosed on an annual basis to Rotarians through publication in ~~the Rotary World Magazine Press~~ The Rotarian magazine and the licensed regional magazines and as a separate line item for each officer in RI's annual report. (~~June 2006 Mtg., Bd. Dec. 220~~January 2019 Mtg., Bd. Dec. 80)

Source: June 2001 Mtg., Bd. Dec. 371; February 2003 Mtg., Bd. Dec. 287; *Amended* by November 2004 Mtg., Bd. Dec. 58; June 2006 Mtg., Bd. Dec. 220; October 2018 Mtg., Bd. Dec. 68

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