

Exclusion (§ 3 p. 5)

Conditions for exclusion

Exclusion is the highest form of sanction in Syddanske Studerende and should only be used if all other forms of sanctions are ineffective.

In order to bring a case of exclusion of a member to the board/chairmanship, one or more of the following conditions must be met:

- The member has been convicted of or has committed one or more criminal offences that are grossly harmful during their time as a member of SDS. This may include, but is not limited to, offences of a violent, sexual or financial nature.
- The member repeatedly and/or deliberately violates the behaviour described under "behaviour" in the code of conduct.
- The member's behaviour is assessed to continuously degrade the quality of the work environment to the extent that it impairs the functioning of the organisation or the work of the volunteers.
- The member significantly misrepresents the organisation and its values.

Any illegal act in relation to Danish law within the organisation's jurisdiction and/or facilitation will be reported to the police, and the chairmanship reserves the right to subsequent exclusion without an exclusion case.

The process for bringing exclusion cases

As a rule of thumb, exclusion cases are brought by the leading Trustee(s) to the chairmanship with a 1–2-page written summary of the basis for the exclusion. The chairmanship has the mandate to let submitted cases go through the conflict management process before the board votes on exclusion at a future board meeting. The Trustees involved in the case may be invited if the board deems it necessary.

Procedure for exclusion cases

If a case is deemed significant enough to warrant exclusion, a point will be added to the agenda of the next board meeting to address the case. If the exclusion case is deemed to be of an extraordinary nature, an extraordinary board meeting will be held. In connection with exclusion cases, all forms of anonymity towards the board are waived so that the board can make a proper and well-considered decision.

An exclusion case must be raised at least 14 days before a board meeting to ensure a fair and deliberate process. After the board has been convened, the accused party is informed of the case presented and **must** receive all relevant material for their case at least within 7 days before the board meeting.

45 The accusing and accused parties will be invited to the next board meeting to discuss the exclusion
46 case. The accusing party will first present the case to the board. The accused party will then present
47 their defence at the board meeting. The board will have the opportunity to ask questions to both
48 parties after they have completed their presentation.

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50 Written materials **may be** produced by either party, including the attachment of direct evidence
51 relevant to a case. **Oral presentations** by both parties will be considered the **primary source** during
52 board deliberations to ensure *tabula rasa* (impartiality) by the Board. Both parties may read from
53 written speeches, but **only within their allotted time**.

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55 Once both parties have presented the case and negotiations have begun, the board may **not** interact
56 with both parties until a decision has been made. This also applies to interaction between the parties
57 during the proceedings.

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59 Both parties can invite up to two support persons who are **not authorised to** speak on behalf of the
60 accused or accusing party.

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62 The accused or accusing party may not participate in the judgement and voting during the board
63 meeting due to conflict of interest. This rule also applies to any member of the board or the
64 chairmanship as the accused or accusing party.

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66 Voting on exclusion **must be** made in writing and anonymously. All expulsion proceedings are strictly
67 confidential and held behind closed doors.

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69 *The following procedures for exclusion cases:*

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71 An exclusion case has two outcomes: **exclusion or non-exclusion**.

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73 If a member has been expelled following a case, they will be informed in writing and/or verbally first,
74 with the accusing party informed next and all other relevant parties last.

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76 The exclusion will **only** be announced in the organisation **if** the excluded member has an active,
77 participating and continuous role in the organisation. Only the excluded member will be mentioned,
78 while all other parties will be anonymised. Specific details of the case are not included in the
79 announcement.

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81 Members who are subsequently excluded will be removed from the active membership list and any
82 other role or responsibility they may have in the organisation. Excluded members' access to
83 Syddanske Studerende's offices, communication platforms, storage rooms, banking access or any
84 other form of privilege or mandate will be removed. In addition, excluded members are **not** entitled
85 to participate in events or activities organised through SDS. Access may be removed even before the
86 member has been informed if it is deemed necessary to protect the security of SDS.

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88 If an expulsion case is raised but the proceedings do not result in expulsion, the outcome of this case
89 will be communicated to the accused party first, the accusing party second and all other relevant
90 parties last. No notification of the outcome of the case will be given to the rest of the organisation.

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92 A list of excluded members can be maintained by the Head Trustees (HTPs).

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94 Members who have been excluded by Syddanske Studerende have the right to have their case
95 brought up at a general meeting, where they must, no later than 7 days before the general meeting,
96 announce their wish to speak about their case and have it re-evaluated as a submitted proposal. This
97 is described in SDS's articles of association § 3 p. 5.