

In line with article 9 of the articles of association of the foundation, **Cultural Emergency Response (CER)**, and within the framework of the day-to-day management, the director is charged with and authorized to carry out activities that are laid down in the management regulations, as agreed upon by the board of the foundation.

A copy of the management regulations, signed by the board and director of CER, are kept in the director's staff file.

Representative authority

Within the framework of the responsibility of the day-to-day management of the organisation and in line with article 9 of the articles of association of the foundation, the board may grant power of attorney to the director to lawfully represent the foundation when entering into legal transactions or a combination of legal transactions. Per these regulations, this is limited to legal transactions with **a maximum of €35.000.**

Tasks

Within the framework of the responsibility of the day-to-day management of the organisation and objectives of the organisation, the director is in charge of:

- substantive policy development and implementation;
- external representation and the public relations policy;
- the day-to-day running of the organisation, including the implementation of the activities of the CER staff and the application of the terms and conditions of employment;
- preparation and implementation of the board's decisions, insofar as they have been or are to be commissioned;
- the secretariat of the board and the international advisory committee.

Other provisions

- the director shall at all times sign for the foundation, indicating the position
- the director shall act in accordance with the instructions of the board concerning the general outlines of the financial, social and economic policy and the staff policy
- the director is obliged to notify the board of any additional functions
- the board may lay down further rules and give instructions concerning the organisation of the foundation, the duties and working methods of the director and the policy to be pursued
- the board may at any time amend and/or supplement these management regulations
- in the event that one or more provisions of these management regulations are in conflict with one or more articles of the articles of association, the articles of association shall prevail.

MdH

General overview of distribution of powers board-director

	Board	Director
	<i>Decision-making on:</i>	<i>Authorised to:</i>
General	<ul style="list-style-type: none">- administrative and internal organisation, in particular the general set-up and those procedures, where a certain action is required from the board, or on which the board should receive information- policy plan, work plan and budget- annual accounts and further interim reports	<ul style="list-style-type: none">- drawing up the documents- implementation of policy plan, work plan and budget
Personnel costs	<ul style="list-style-type: none">- appointment, suspension and dismissal of the director- assessment and promotion of the director- employment conditions	<ul style="list-style-type: none">- appointment, dismissal, assessment and promotion of other staff- implementation of employment conditions, including salary determination
Material costs and investments	<ul style="list-style-type: none">- investments in acquisitions which exceed a total of €35.000, for which quotations are asked	<ul style="list-style-type: none">- decision-making up to €35.000
Agreements general	<ul style="list-style-type: none">- purchasing, disposing of or encumbering registered property, as well as concluding agreements whereby the Fund undertakes to act as guarantor or joint and several debtor, warrants performance by a third party or provides security for a debt of a third party	<ul style="list-style-type: none">- conclude other agreements, with due observance of the provisions of these regulations and the articles of association

M&H

Board

Director

Decision-making on:

Authorised to:

Programme activities

- adopting the programme at strategic level
- decision-making projects > €35.000
- assessment of the final results on a strategic level

- Setting acceptance standards for proposals and handling of proposals
- Decision-making on projects < €35.000
- Contracting
- Guidance on implementation
- Acceptance of the final result at activity level

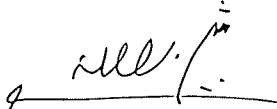
Proxies

- The granting power of attorney to the director and its content

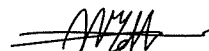
- Granting of further power of attorney and their content

For agreement,

Date: 09 January 2023



Mr B. Rouhani
Chair of the board



Ms. M. van den Hombergh
Treasurer of the board



Mr. A. Ribbink
Secretary of the board



Ms. S. Letschert
Director of CER

