



Motions and Enquiries Policy

**The Guild of Chemical Engineering and
Biotechnology**

The Student Union at Lund University, Faculty of Engineering
2022-10-12
Last edited the 12th of October 2022

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This document is a translation of the Swedish version. If there are conflicting meanings, the Swedish version is the correct one.

The first translation was made on the 14th of July 2023.

§1 History

This Policy was adopted on the Fall Guild Meeting 1 2022.

§2 Purpose

The purpose of this Policy is to clarify what happens when the Guild Meeting or the Student Board decides about motions and enquiries as well as making it easier for the Guild's members to write motions and enquiries by gathering the information in this Policy.

§3 Motions

§3:1 Motions

The motions shall follow §4:1:3 Motions in the By-Laws as well as the Policy for Graphic Profile.

§4 Project Groups

§4:1 Project Groups

A project group shall be started in accordance with the Policy for Project Volunteers.

§5 Enquiries

§5:1 Enquiries

An enquiry is a motion where the motioner or motioners want to withdraw funds from the Guild's funds.

§5:2 Format

An enquiry should include the following that-clauses:

1. One that-clause which specifies up to which amount of money the motioner or motioners wish to withdraw from which of the Guild's funds.
2. Who is responsible for the purchase is

completed as well as specifying what the money will be spent on.

3. At which Board Meeting the purchase at latest shall be reported at.

§5:3 Enquiries Expiration

An enquiry is considered to have expired if it has not been reported at the Board Meeting the purchase should have been latest reported on.

§6 The Student Board

§6:1 The Student Board's Rights

The Student Board has the right to extend the time of which Board Meeting the enquiry should latest be reported on. It also includes enquiries approved by the Guild Meeting if not anything else has been decided by the Guild Meeting.

§6:2 The Student Board's Decision Follow-Up

Every enquiry approved by the Guild Meeting, or the Student Board shall be noted in the Student Board's decision follow-up until the purchase has been reported.