

TERMS OF REFERENCE



Terms of reference for EHRC Donations

Purpose

To clarify the process and responsibilities for EHRC donations. Donations may be authorised by the EHRC Committee on behalf of the EHRC membership or may be received from Member Organisations.

Donations to honour active members of the EHRC Committee, Secretary Generals or Herd Book Managers of EHRC members organisations, will be considered by the EHRC Committee.

Procedure

1. Donation requests may be received directly from EHRC member organisations or through the EHRC Secretary General.
2. In the first instance contact by member organisations should be made through the EHRC General Secretary.
3. A paper is presented at the next EHRC Committee meeting for discussion.
4. The EHRC Committee decide if a donation is appropriate.
5. The amount of the donation will usually not exceed 500 EUR.
6. The donation requester is contacted by the EHRC Secretary General and informed of the decision.
7. If appropriate, payment is made.
8. The EHRC membership are informed of the donation.