

RULES OF PROCEDURE OF THE OAV YOUNG LEADERS

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§1 Legal basis of the association

In accordance with §8 of the Articles of Association, the OAV Young Leaders is one of the bodies of the Ostasiatischer Verein e. V. (hereinafter referred to as "OAV") and sees itself according to §14 4 "[a]s a discussion platform for the next generation of leaders in the Asian economy [...]" The present Rules of Procedure are derived from §14 sentence 2 of the Articles of Association, which states the rules of procedure of the OAV Young Leaders, which are issued by the OAV Young Leaders themselves."

In principle, the OAV's Articles of Association apply to all members of the OAV Young Leaders. Additions to these are regulated in these Rules of Procedure. Provisions of the Rules of Procedure that contradict the Articles of Association are invalid. The effect of the other provisions remains unaffected.

§2 Field of activities

The field of activity of OAV Young Leaders is focussed on Germany, East, Southeast and South Asia as well as Australia, New Zealand and the countries of the South Pacific including Papua New Guinea.

§3 Purpose & Objectives of the OAV Young Leaders Programme

1. Through the OAV Young Leaders Programme, OAV offers young executives from OAV member companies/partner organisations as well as selected individuals from non-member companies (§4 No. 2) a platform for the exchange of experience with a focus on the Asia-Pacific region, which also serves for professional and personal development. As a cross-industry, international network within the OAV, young managers with experience in Asia and an interest in Asia are offered the opportunity to network, deepen their knowledge at specialised events and gain new impetus.

2. The main topics of the Young Leaders include, but are not limited to, the following:

- analysing economic opportunities and risks in the Asia-Pacific region
- Dealing with intercultural hurdles with business partners from the region
- building an international network focussing on the region
- Assistance and problem solving for the Asia-Pacific region

In order to achieve these goals, various event formats (including specialist presentations, company visits, luncheons) are used in person and/or digitally.

The main objectives are to establish contacts and transfer knowledge, the results of which.

The results can be used directly by the Young Leaders in a professional context.

3. The OAV Young Leaders Programme is an OAV offer that is open to member companies/partner organisations. Exceptions to this are regulated in §4.

§4 Membership

1. Regular members

All natural persons who share the objectives of the OAV and Young Leaders can be members of Young Leaders, if they fulfil the following requirements:

1. the individuals are employed by an OAV corporate member or a partner organisation;
2. the persons are young leaders;
3. the individuals have in-depth experience of Asia or a high degree of affinity with Asia;
4. the persons have not yet reached the age of forty.

There is no limit to the number of persons who belong to the same OAV company member and are Young Leaders.

2. non-regular members

Trial membership

On the recommendation of the Young Leaders co-spokespersons, the Young Leaders regional spokespersons or an employee of the OAV office, natural persons who share the goals of the OAV and the Young Leaders can become members of the Young Leaders for a

one-off period of 12 months, provided they fulfil the following requirements months, provided they fulfil the following requirements:

1. the individuals are employed by a company or partner organisation that is active in the Asian markets;
2. the persons are young leaders;
3. the persons have extensive experience of Asia;
4. the persons have not yet reached the age of forty;
5. the persons are actively seeking membership of the OAV for their company.

Authorisation by the OAV management is required in each individual case. The relevant persons are accepted as company representatives. A person can only become a probationary member once for the company for which they work.

Only two persons from the same company/institution may be probationary members of the OAV Young Leaders.

At the end of the 12-month period, the first person to join the Young Leaders if their company/institution is not an OAV member. The second person also leaves when the first person's trial membership expires.

The following restrictions also apply to trial membership:

- Trial members will not be accepted as members of the closed OAV Young Leaders Linked-In Group.
- The OAV office reserves the right to exclude trial members from participating in certain events.
- Trial members are not entitled to vote at the Young Leaders General Assembly.

3. Honorary members

National and international natural persons who have rendered outstanding services to the OAV Young Leaders and its tasks can be appointed as honorary members. Persons can be nominated by the OAV office or the co-spokespersons. The OAV management decides on the awarding of honorary membership.

Honorary members retire when they reach the age of forty. They are not entitled to vote at the Young Leaders General Assembly.

§5 Admission of members, change of membership

1. the OAV office shall decide on the admission of members in accordance with the rules of procedure of the Young Leaders in the course of a written or digital application.
2. Decisions of the OAV office on the application for admission of members to the Young Leaders are incontestable.
3. the rejection of an application does not require justification by the OAV office.

4. notwithstanding §5 no. 1 to no. 3, ordinary members within the meaning of §4 have the right to continue their membership by written declaration in the event of a change of employer, provided that the new employer is an OAV company member/partner organisation.

5. the membership of extraordinary members pursuant to §4 no. 2 shall be converted into a membership for ordinary members pursuant to §4 no. 1 at the time of their company's OAV membership.

§6 Cancellation of membership

1. membership expires due to the following circumstances:

- Withdrawal of the OAV member company/partner organisation
- Resignation of the person
- Expulsion
- death
- Reaching the age of forty
- End of trial membership
- Change of employment to a company that is not an OAV member company/partner organisation

2. Resignation may be made at any time and must be in writing.

3. expulsion shall be effected by the OAV management in consultation with the Chairman if, at its due discretion, the continued membership of the member concerned no longer appears acceptable for valid reasons, in particular for reasons of dishonour. The expulsion must be justified.

4. the person concerned may request a meeting with the OAV management before the resolution is passed but may not be present during the vote.

5. if the contact details of a member change and the OAV office is not informed of the change in contact details, so that the member can no longer be reached by the OAV office as a result of the default, the membership of the person concerned shall automatically expire after 12 months. Written notification is not required. In the event of expulsion, the membership of the expelled Young Leader ends with immediate effect.

§7 Bodies

The bodies and committees of the Young Leaders are

- the OAV Young Leaders Programme Manager (§8)
- the co-spokespersons (§9)
- the regional spokespersons (§10)
- the regional groups (§11)
- the General Assembly (§12)

- the Round Tables & Initiatives (§13)

§8 OAV Young Leaders Programme Manager

He/she acts as the central contact person for the Young Leaders, their concerns and interested parties. He/she is responsible for the administration and strategic development of the network. The manager leads the programme in terms of content, organisation, and administration, decides on appropriate operational measures and implements them.

He/she reports to the OAV management at regular intervals. The OAV Manager of the Young Leaders Programme acts as an interface between the bodies named in §7 and the OAV head office and ensures the identification and use of any synergies that arise.

The manager ensures that the activities of the Young Leaders Programme are in line with the overall strategy of the OAV.

§9 Co-spokespersons

1. the ordinary members shall elect the co-spokespersons from among their number at the General Meeting; they may only be re-elected once. The co-spokespersons are elected for a period of three years. An equal gender distribution is to be aimed for in the appointment. At least one of the two co-spokespersons must have his/her centre of life in Germany.

2. in the event of a tie, the OAV management shall decide.

3. the election of the co-spokespersons shall take place at the General Assembly.

4. in the event that the membership of a co-spokesperson lapses, the OAV office is authorised, in consultation with the OAV management, to appoint a temporary co-spokesperson who will take over the activities until a new election is held.

5. the co-spokespersons are the elected contacts of the Young Leaders who represent the programme externally. They support the office, provide impetus, and play a decisive role in shaping the strategic development and content of the network. The co-spokespersons moderate the general meetings (with the exception of elections) and represent the Young Leaders at the OAV general meeting.

§10 Regional spokespersons

1. the ordinary members of a regional group shall elect one or two regional spokespersons at the general meeting, who may only be re-elected once. The number of regional spokespersons for a regional group shall be decided by the regional group concerned. The regional spokespersons are elected for a period of three years. An equal gender distribution should be aimed for in the group of regional spokespersons.

2. In urgent cases, the regional spokespersons are also authorised to make decisions individually.

3. The regional spokespersons of a region must belong to different member companies/partner organisations.

4. in the event of a tie, the OAV management shall decide.

5. The term of office begins at the end of the General Assembly at which the regional spokespersons were elected and generally ends at the end of the General Assembly that would have to decide on the new election or re-election of the regional spokespersons.
6. In the event that the membership of a regional spokesperson expires, or an office is filled for the first time, the OAV office is authorised, in consultation with the OAV management, to appoint a temporary regional spokesperson who will take over the activities until a new election is held.
7. The regional spokespersons function as elected representatives of the Young Leaders in the respective regions and serve as direct contact persons for the members of the respective regional group as well as potential interested parties.
8. the regional spokespersons are responsible, in coordination with the head office, for organising the content of at least one event per calendar year.
9. if there are two regional spokespersons, at least one of them must have his/her centre of life in the region.

§11 Regional groups

1. A regional group, also known as a chapter, consists of members who live in the region. Each member may belong to a maximum of one regional group. In this sense, a region is a political unit that corresponds to one or more federal states in Germany and to a province, federal state, city, or country abroad.
2. the prerequisite for the establishment of a regional group is the minimum number of five full members belonging to the regional group. The minimum number may not be exceeded for more than six months before the regional group is dissolved. In this case, the OAV office will appoint a representative (so-called "liaison officer") to represent the OAV Young Leaders in the region with the aim of establishing a regional group.
3. section 11 no. 2 sentence 1 shall not apply to the existing regional groups.
4. members who belong to regions for which there are no regional groups are supported directly by the OAV office.

§12 General Meeting

1. the General Meeting serves to inform and discuss the activities of the Young Leaders. Young Leaders. It decides on fundamental issues of the Young Leaders, in particular on
 - a. Election of the co-spokespersons
 - b. Election of the regional spokespersons
 - c. Amendments to the rules of procedure
 - d. Awarding of honorary memberships
 - e. Proposals
2. Ordinary and non-ordinary general meetings shall be announced by the OAV office through the OAV management, stating the time, place, and provisional agenda with a notice

period of five weeks. Meetings may be convened in writing or in electronic form. If the meeting is convened in digital form, the invitation is considered delivered if it is sent to the last e-mail address of the Young Leader provided to the office.

3. Ordinary general meetings are held at least once a year. Extraordinary general meetings are convened as required or if at least 15% of the ordinary members request a meeting by means of a reasoned written application.

4. the General Meeting shall decide on amendments to the Rules of Procedure with a 2/3 majority of the ordinary members present. In addition, amendments to the rules of procedure require the approval of the OAV management. In all other cases, a simple majority of the ordinary members present is required.

In the event of a tied vote on a motion, the motion is regarded as rejected.

5. Proposals for the agenda must be submitted in writing to the OAV office no later than four weeks before the date of the General Meeting specified in Section 12 No. 2. No further proposals, including urgent proposals, may be submitted thereafter. Taking these motions into account, a final agenda shall then be drawn up and sent to the members no later than two weeks before the meeting in accordance with §12 no. 2 sentences 2, 3. If no motions are submitted within the stated period, the provisional agenda already sent in accordance with §12 no. 2 shall automatically become the final agenda. In this case, the final agenda will not be sent out again.

6. proposals that are not placed on the agenda in accordance with §12 No. 2 or No. 5, can only be negotiated and resolved with the consent of the OAV office.

7 Each ordinary member has one vote. Absent members may be represented by proxy. The transfer of one's own voting rights to others is permitted.

8. the General Meeting shall constitute a quorum irrespective of the number of ordinary and other members present and represented within the meaning of §4 of these Rules of Procedure.

9. Unless otherwise stipulated in the rules of procedure, the chairperson of the meeting shall determine the form of voting, however, at the request of the management, the office, the co-spokespersons, a simple majority of the regional spokespersons or one tenth of the votes, voting must be by secret ballot.

10. the OAV Manager of the Young Leaders Programme shall function as chairperson of the meeting.

11. if a simple majority of the regional spokespersons have reservations about the implementation of a resolution of the General Assembly, they have the right to object once within one month of the resolution being passed. An extraordinary general meeting must be convened at the same time as the objection.

12. a protocol shall be kept of each General Meeting. The protocol shall be signed by the chairperson of the meeting and by the two recorders to be appointed by him/her.

§13 Round Tables and Initiatives

1. in order to fulfil the purposes of the Young Leaders, the OAV office may organise

- Round Tables;
- initiatives and
- bilateral committees (working groups)

2. the OAV office shall nominate a representative of the respective round table, initiative, and committee to act as contact person.

3. each of the members named in §4 may participate in several round tables, initiatives, and committees. committees.