



Aliansi Jurnalis Independen

The Alliance of Independent Journalists

Congressional Decree Number 08/Kongres-XI/AJI/2021 On Organizational Regulations of the Alliance of Independent Journalists 2021 about Organizational Governance

- Considering :
- That the situation in which The Alliance of Independent Journalists was born and grew up has changed significantly to affect the development of this organization;
 - That the development of The Alliance of Independent Journalists requires a more adaptive constitutional framework that is in line with the demands of the times;
 - That the Congressional Steering Committee has drafted Amendments to The Alliance of Independent Journalists' Constitution and Bylaws, which can then be used as a reference for proposing amendments to The Alliance of Independent Journalists' Constitution and Bylaws;
- Observing :
- Article 13 of the Constitution;
 - Article 7 of the Bylaws;
 - Article 16 of the Bylaws

HAS DECIDED

- To enact :
- Amendment to the Organizational Regulations of the Alliance of Independent Journalists
 - The amended text of the Organizational Regulations of the Alliance of Independent Journalists is as attached in this decree.

This decree shall come into force as from the date of stipulation.

Assigned virtually by selecting the domicile in Jakarta

1 March 2021

Chairman of the Congress

(Prawira Maulana)

(Rochimawati)

(Widia Primastika)

ORGANIZATIONAL REGULATIONS OF THE ALLIANCE OF INDEPENDENT JOURNALISTS 2021 ABOUT ORGANIZATIONAL GOVERNANCE

CHAPTER I MEMBER RECRUITMENT

Article 1

Member Recruitment Procedure

Member recruitment is carried out by the AJI City Board at least once a year by referring to the Constitution and Bylaws with the following stages:

- a. Publication of the recruitment process for new members by the AJI City Board;
- b. Registration of prospective members marked by filling out forms and submitting journalistic works;
- c. Administrative selection of registration files submitted by prospective members;
- d. Monitoring of prospective members for a certain period of time;
- e. Interview test of prospective members;
- f. Provision of prospective members;
- g. Determination of prospective members as members of AJI.

Article 2

Member Recruitment Publication

The process of recruiting and accepting new AJI members begins with publication through advertisements, mailing lists, social media, messaging services, or other media.

Article 3

Journalistic Forms and Works

- (1) The registration of prospective members is marked by filling out forms and submitting journalistic works within the time frame determined by AJI City.
- (2) AJI City Organizational Division or Recruitment Committee provides an acceptance form for prospective members which must at least contain: name, nickname, address/domicile, phone number, email, a contact person who can be contacted during an emergency, blood type, and media where they work/publish journalistic works.
- (3) For candidate members of citizen journalists and student journalists, if any, include jobs other than citizen journalists and a willingness to include such work in the works or media that are the means of publishing the work in question as a form of transparency to the public.
- (4) Prospective members fill out the registration form, sign it and submit it to the AJI City Board by enclosing 3 (three) examples of journalistic works for works published in mass media and/or 12 (twelve) journalistic works for citizen journalists and student journalists as well as a photograph size 3x4.

- (5) Journalistic works for the requirements to become AJI members can be in the form of writings, videos, photos, pictures, graphics, and other forms of journalistic work that involve prospective members either as individuals or as part of a team, from the planning, reporting, production to publication processes with various tasks as stipulated in Article 1 of AJI's Bylaws and/or referring to the competence of journalists at the beginner, middle or primary level.
- (6) Works can be attached in the form of clippings (for print media), softcopy (for broadcasting media), and/or links (for cyber media).

Article 4 Administrative Selection

- (1) After receiving the registration file, the AJI City Organizational Division or the Recruitment Committee shall conduct an administrative selection of prospective members within the time frame determined by AJI City.
- (2) Administrative selection refers to the requirements specified in the Constitution and Bylaws, Organizational Regulations and their derivative rules
- (3) Prospective members who pass the administrative selection are entitled to take part in the next stage, namely the interview.

Article 5 Monitoring

- (1) Prospective members who pass the administrative selection are monitored by their respective AJI City.
- (2) Monitoring of prospective members begins after passing the administrative selection and takes place in parallel with the next recruitment stage.
- (3) Monitoring of prospective members, including independence, professionalism, and integrity of candidates in carrying out journalistic work.
- (4) Monitoring is carried out by the City AJI Organizational Division or the Recruitment Committee assisted by AJI members.

Article 6 Interview Test

- (1) Interview Tests are only conducted to prospective members who pass the administrative selection within the timeframe determined by the AJI City Board.
- (2) The Interview Test shall be conducted by the appointed AJI City board.
- (3) Interview materials related to journalistic knowledge, regulations related to mass media and the press, as well as ethics and integrity.
- (4) Prospective members who pass the interview test are entitled to take part in the next stage, namely briefing.

Article 7 Briefing

- (1) Prospective members who pass the interview test will receive a briefing from AJI City.

- (2) The briefing materials include a brief history of AJI's establishment and the Sirnagalih Declaration, Constitution and Bylaws, Organizational Regulations, AJI's Code of Ethics and Code of Conduct as well as the Press Law, Journalistic Code of Ethics, CyberMedia Coverage Guidelines, and regulations related to labor affairs and other regulations related to the press.
- (3) The briefing can be provided by the Chairman, Secretary, AJI City Board, and/or AJI senior members.
- (4) The method, form, frequency, and duration of the material briefing are determined by the AJI City Board.

Article 8 Determination

- (1) The AJI City Board will convene a meeting with the members designated to monitor the prospective members after they have completed the monitoring process.
- (2) Prospective members who are deemed to have passed and meet the requirements are determined as AJI members by the Chairman and Secretary of AJI City.
- (3) Before being appointed as members, prospective members sign an integrity pact with AJI members containing their willingness to comply with the Constitution and Bylaws, the AJI Code of Ethics and Code of Conduct as well as all organizational rules in front of the AJI City Board.
- (4) The Chairman of the AJI City issues a Decree concerning the Determination of Membership, after coordinating with the AJI National Board for the new member number.
- (5) After membership is determined by the Chairman of AJI City, new AJI members are required to pay membership dues of at least six months to the AJI City Board.
- (6) The AJI City Board submits the Decree of the Chairman of AJI City concerning the Determination of Membership to new members.
- (7) The AJI City Board records the addition of new members into the AJI City membership database and reports the addition of new members, depositing dues, and proposing the issuance of AJI membership cards to the AJI National Board.
- (8) AJI National Board issues AJI membership cards if all requirements for new members have been met.

Article 9 Recruitment Program

- (1) The process of member recruitment, education, and/or regeneration until capacity building for AJI members becomes a permanent program for the AJI National Board with a routine budget allocated to AJI City.
- (2) The amount of the budget for each AJI City is agreed upon in the National Working Meeting by considering the target of new members, recruitment program plans, education and/or regeneration programs, to capacity building programs for members.
- (3) The process of recruitment, education, and/or regeneration, to increasing the capacity of members is formulated in a joint curriculum that was prepared jointly between AJI City and AJI National Board.
- (4) Each AJI City can develop a curriculum for member recruitment, education, and/or regeneration.

CHAPTER II

MEMBER VERIFICATION

Article 10 General Provisions

Verification of AJI members is a process of collecting data and re-examining the membership requirements of each AJI member as part of the organizational order efforts.

Article 11 Verification Implementation

- (1) Verification of members is carried out by the city management, either to run the AJI City program or at the request of the AJI National Board, at least once in 3 (three) years.
- (2) For citizen journalists and student journalists, verification is carried out at least once in 1 (one) year.
- (3) The results of member verification are useful for:
 - a. Updating the member database;
 - b. Streamlining the payment of dues;
 - c. Determine the number of votes AJI City in the congress.
- (4) AJI National Board shall hold at least one simultaneous member verification nationally and it must be reported to AJI City no later than 2 (two) months before the congress.
- (5) AJI City's number of votes in the congress is determined from the number of members reported from the results of national simultaneous member verification.
- (6) AJI City which does not carry out simultaneous member verification nationally will be subject to sanctions of not getting votes in the congress.
- (7) Provisions for member verification concerning the congress will be enforced at the next AJI Congress after Congress ratifies this rule.

Article 12 AJI Member Verification Procedure

Verification of AJI members is carried out with the following procedures and conditions:

- a. AJI City Board distributes verification forms to members which must at least contain: name, nickname, address/domicile, phone number, email, a contact person who can be contacted during an emergency, blood type, and media where they work/publish journalistic works;
- b. AJI members must fill out the form completely, correctly and sign it, then submit it to the AJI City Board;
- c. When returning the form, members must at least attach a recent passport photo size 3x4 as well as three examples of journalistic work for journalists who work for legal entities and 12 examples of journalistic works for citizen journalists and student journalists, within the last one year calculated from the date the form was distributed in the form specified the same as the requirements for the work of prospective members, as regulated in Article 3 paragraph (5) and (6) of this Organizational Regulation;
- d. After receiving the forms and journalistic works, the AJI City Board will verify the membership requirements according to the AJI Constitution and Bylaws;
- e. The management will notify if any requirements are lacking and must be completed by AJI members;

- f. Members who do not meet the requirements according to the Constitution and Bylaws can be immediately processed to be dismissed according to organizational rules;
- g. For members who do not fill out the verification form but still meet the requirements to become members of AJI, the AJI City Board grants the specified time extension to fill it out;
- h. If the member does not fill out the verification form by the deadline, the AJI City Board can impose sanctions according to organizational rules;
- i. The results of member verification at the AJI City level are reported to the AJI National Board to update the national membership database.

CHAPTER III MEMBERSHIP CARD AND MEMBER VERIFICATION

Article 13 Membership Card

- (1) The AJI Membership Card is issued by the AJI National Board with a validity period of 3 (three) years.
- (2) The card is issued at the suggestion of the AJI City Board by attaching all registration files for new members or verification files for old members.
- (3) The AJI National Board has the right to postpone and/or not issue AJI membership cards if the proposed member:
 - a. Has not fulfilled the completeness of the registration file for new members or verification files for old members;
 - b. Have not paid organizational dues;
 - c. Does not meet the requirements to become a member which is marked by evidence of violating the requirements and prohibition of becoming a member of AJI as stipulated in the Constitution and Bylaws as well as other AJI organizational regulations.

Article 14 Member Verification

For members who are reported and/or proven to have violated membership requirements and/or do not meet the requirements to become AJI members during member verification, the AJI National Board clarifies to the AJI City Board, with the following conditions:

- 1. If it is found that there is a violation of membership requirements following the Constitution and Bylaws and organizational regulations, the AJI City Board is obliged to process the violation following organizational rules;
- 2. If AJI City does not process the violation of membership requirements during member verification, then the AJI National Board can take over the handling following the provisions regarding the examination of violations of organizational rules regulated by this regulation;
- 3. If the verified member still meets the requirements according to the Constitution and Bylaws, the AJI National Board issues the membership card.

CHAPTER IV ORGANIZATIONAL RULES VIOLATION EXAMINATION

Article 15 General Provisions

- (1) A member's violation of the provisions contained in the Constitution and Bylaws, Organizational Regulations, and their derivative rules are categorized as a violation of the Organizational Rules.
- (2) Examination of members' violations of the Organizational Rules is carried out by the AJI City Board.
- (3) If the perpetrator of the violation is the Chairman and/or Secretary of AJI City, the examination is carried out by the AJI National Board.
- (4) If the AJI City Board does not process the alleged violation of the Organizational Rules in the moderate and major categories, the examination shall be taken over by the AJI City Board.

Article 16 Types of Organizational Rules Violation

- (1) Violations of Organizational Rules can be categorized as minor, moderate, or major violations.
- (2) Minor violations are administrative violations related to duties/responsibilities as members of AJI such as:
 - a. Not paying organizational dues for 2 (two) years,
 - b. Not filling in the member verification form; and/or
 - c. Does not carry out other administrative duties/responsibilities as a member.
- (3) Moderate violations are violations that at a certain level can still be corrected, such as:
 - a. Violation of the prohibition against concurrent membership of similar professional organizations that are constituents of the Press Council;
 - b. Violation of the prohibition of concurrent employment or positions that may interfere with the independence of the profession; and/or
 - c. All violations in the minor category that continue to be committed despite the fact that the member has been warned and/or sanctioned by management
- (4) A major violation is an irreparable principle violation because it has damaged the reputation of the organization or the profession, namely:
 - a. Violations of abusing the organization for personal or group interests;
 - b. Committing and being involved in crimes: human rights, economics, corruption, the environment, labor affairs, women and children, and sexual violence.
 - c. All violations in the moderate category that continue to be committed despite the fact that the member has been warned and/or sanctioned by management.

Article 17
Sanctions for Violation of Organizational Rules

- (1) Violations of organizational rules that fall into the minor category may be subject to a verbal or written warning.
- (2) Violations of organizational rules that fall into the moderate category may be subject to a warning, stern warning, and/or suspension.
- (3) Violations of organizational rules that fall into the major category may be subject to a stern warning, suspension, and/or dismissal from AJI membership.

Article 18
Administrative Sanctions

- (1) Violators of organizational rules may also be subject to administrative sanctions in the form of suspension of some rights as members, namely:
 - a. Unable to take the AJI journalist competency test (UKJ);
 - b. Unable to attend the training held by AJI;
 - c. Did not obtain a membership card; and/or
 - d. Lost their right to vote in the AJI City conference.
- (2) Administrative sanctions against members can be further regulated based on AJI City Regulations and/or agreements at the AJI City level.

Article 19
Organizational Rules Violation Examination Procedure

- (1) Regarding minor violations, the management will settle according to the best procedure according to the agreement at AJI City.
- (2) Regarding violations in the moderate and major categories, the examination procedure is as follows:
 - a. The management summons the alleged perpetrator of the violation by stating the reason for the summons;
 - b. If the alleged perpetrator does not heed the first summons, a second summons will be made;
 - c. If the second summons is not heeded, then the management declares that the alleged perpetrator did not exercise the right to defend himself from the accusation so that the examination will continue to the next stage until a decision is made;
 - d. If the alleged perpetrator is proven to have violated the Organizational Rules based on the various pieces of evidence found, the management will impose sanctions according to the organizational rules.
- (3) If the suspected member is also examined by the Ethics Council in cases of Ethics Violation, the AJI management must wait for the examination to be completed first and consider its decision in the examination.
- (4) The examination is terminated if the member suspected of violating the Organizational Rules chooses to resign from AJI's membership.
- (5) Violations related to sexual violence cases are handled according to AJI's SOP for handling sexual violence as regulated in the Management Regulations.

CHAPTER V ETHICS VIOLATION EXAMINATION

Article 20 General Provisions

- (1) A member's violation of the provisions contained in the Code of Ethics and Code of Conduct is categorized as a Violation of Ethics.
- (2) Examination of Ethics Violations by members is carried out by the AJI City Ethics Council and on appeal by the AJI National Ethics Council.
- (3) If the AJI City Ethics Council does not process the alleged Ethics Violation committed by a member, the examination will be taken over by the AJI National Ethics Council.
- (4) Reports of alleged ethics violations can be made by the public, AJI members, and/or AJI management.
- (5) The final decisions and sanctions of the Ethics Council must be implemented by the AJI City Board.
- (6) If the decision of the Ethics Council is not implemented by the AJI City Board, the execution may be taken over by the AJI National Board.
- (7) The mechanism for reporting, examining, imposing sanctions, and executing ethics violations will be further regulated by Standard Operating Procedures set by the AJI National Ethics Council

Article 21 Ethics Violation Reporting Mechanism

- (1) The mechanism for enforcing the ethics and code of conduct of members is open and participatory. Each member has the same obligation to enforce the rules of the organization.
- (2) Enforcement of ethics and code of conduct for members can be done by receiving reports from AJI members or the public for alleged violations of the code of ethics and code of conduct of AJI members.
- (3) Complaints can be submitted orally and or in writing, either by post or electronic mail to the ethics council or management.
- (4) If the complaint is submitted to the management, the management must forward it to the ethics board.
- (5) Complaints are preliminary evidence that must be followed up with verification carried out by the ethics council or members appointed by the ethics council.
- (6) The ethics council must decide whether the complaint is deemed appropriate or not, no later than 30 days after the complaint is made.
- (7) The identity of the reporter, if necessary, can be kept confidential.

Article 22
Ethics Violation Examination Procedure

- (1) The Ethics Council shall hold a meeting by inviting members who are suspected of violating the code of ethics and/or code of conduct no later than 7 (seven) days after the complaint is declared worthy of a trial.
- (2) If the member concerned does not fulfill the first summons, the Ethics Council immediately issues a Second Summons to attend the trial no later than 7 (seven) days after the schedule for the first session.
- (3) If the member concerned is still not present to fulfill the Second Summons, the Ethics Council may issue a Third Summons to attend the session no later than 7 (seven) days after the schedule for the second session.
- (4) If the member concerned is still not present to fulfill the Third Summons, the Ethics Council will issue a decision no later than 7 (seven) days after the schedule for the third session.
- (5) AJI City management implements the ethics council's decision no later than seven days after the ethics panel's decision is received.

Article 23
Sanctions for Ethics Violation

AJI members who are proven to have violated the AJI code of ethics are subject to sanctions ranging from warnings, stern warnings, suspensions, to permanent dismissal.

Article 24
Ethics Violation Case Appeal Procedure

- (1) AJI members who receive sanctions from the Ethics Council have the right to submit a written objection, which is accompanied by the reasons for the objection and some other supporting evidence, to the AJI National Ethics Council
- (2) AJI members who object to sanctions from the Ethics Council must submit a written application to the AJI National Ethics Council no later than 14 (fourteen) days after the sanctions are received.
- (3) The AJI National Ethics Council is required to hold a hearing by presenting the appellant and issue a decision no later than 14 (fourteen) days after the appeal is submitted;
- (4) If the applicant does not attend the appeal hearing that has been scheduled by the Ethics Council, the appeal is considered non-existent.

CHAPTER VI REHABILITATION

Article 25 Rehabilitation Mechanism

- (1) AJI City Board rehabilitates members who are found not guilty after being investigated for alleged violations of organizational rules and/or ethics.
- (2) If the AJI City Board does not rehabilitate, the AJI National Board rehabilitates members who are found not guilty after being investigated for alleged violations of organizational rules and/or ethics.
- (3) Rehabilitation is carried out immediately after the member is found not guilty in the examination of alleged violations of organizational rules and/or ethics.
- (4) Rehabilitation of members found not guilty in the examination of alleged violations of organizational rules and/or ethics is carried out by:
 - a. Send the decision to the complainant;
 - b. Send the decision to the reported party;
 - c. Announce it to all members of AJI City;
 - d. Announce it to all AJI members; and/or
 - e. Other proportional means to rehabilitate the member following the decision taken by the institution conducting the examination.

CHAPTER VII MEMBERSHIP ADMINISTRATION

Article 26 Dismissal

- (1) The dismissal of a member is carried out by the AJI City Board through a Decree of the AJI City Chairman.
- (2) The Decree of the AJI City Chairman contains the reasons for the dismissal of a member, among others due to death, resignation, or dismissal.
- (3) Dismissal of a member due to dismissal attaching a chronology of the case, the examination process to the decision, both cases of violation of organizational rules and/or ethical violations sent to the dismissed member.
- (4) The dismissal of a member is updated into the membership database and reported regularly to the AJI National Board.

Article 27
Change of Domicile

- (1) AJI members who permanently move their domicile to another city for at least 1 (one) year, their membership status changes to AJI in the destination city or AJI in the nearest city.
- (2) AJI City Board whose members have moved as referred to in paragraph (1) must notify in writing of the transfer of members to the AJI management of the destination city no later than one month after the move.
- (3) The AJI management in the city of origin and AJI in the destination city shall record the transfer in the AJI City membership database and report to the AJI National Board to be registered in the national membership database.
- (4) If an AJI member who changes domicile does not report to AJI in the destination city, his membership will automatically change after being verified by AJI in the destination city.
- (5) If AJI in the destination city finds indications of a violation of organizational rules and/or ethics of the member who has moved, this will be coordinated with AJI in the city of origin and the AJI National Board for processing following the Constitution, Bylaws, and Organizational Regulations.

Article 28
Membership Database

- (1) The AJI National Board develops an online national membership database system based on the results of verification and/or reports on the addition and reduction of members from AJI City.
- (2) The AJI National Board and AJI City Board can use the membership database for equal distribution of member capacity building, facilitate monitoring and advocacy for members, and is needed to increase the dues participation.
The membership database can be used to determine the number of votes for AJI City in Congress.
- (3) The membership databases owned by the AJI National Board and AJI City are only used for organizational purposes.
- (4) AJI National Board and AJI City protect and maintain membership database security.

**CHAPTER VIII
MEMBER ASSIGNMENT**

Article 29

- (1) To guard the struggle for press freedom, freedom of expression, democratize regulation of the media, prevent media intervention from the interests of its owners, as well as public access to information, AJI may assign its members to occupy or become members of certain state institutions.
- (2) The certain state institutions in question are the Press Council and the Indonesian Broadcasting Commission; Information Commission, Ombudsman, National Commission on Human Rights, and National Commission for Women, both national and local.
- (3) The requirements for AJI members to be assigned to the mentioned state institutions are as follows:

- a. Have capacity;
 - b. Have integrity;
 - c. Have no conflict of interest;
 - d. Sign an integrity pact containing a willingness to fight for AJI's vision, mission, and principles;
 - e. Willing to be summoned by the AJI management at any time to be asked for a report on work results, opinions, statements, or testimonies; or discuss the challenges faced.
 - f. Willing to be involved in the capacity building program for AJI members, advocacy, and so on, both as a discussion speaker and as a trainer;
 - g. Willing to provide written data, documents, books, and so on for AJI study materials, databases, or organizational libraries;
 - h. Willing to report the results of work during the management no later than 1 (one) month before the end of the management period.
- (4) Penugasan The assignment of members as referred to in paragraphs (1) and (2) shall be stated in the decree and recommendation letter of the AJI National Board and/or AJI City.
 - (5) If there is more than one member who meets the requirements, the AJI National Board and/or AJI City may provide more than one decree and letter of recommendation to the candidates who will register with the particular state institution.
 - (6) Before receiving a recommendation, AJI members participating in the selection at state institutions as mentioned in paragraph (2) are required to describe their vision, mission, and work program if elected.
 - (7) AJI members who are elected as officials of state institutions other than the institutions mentioned in paragraph (2) are not included in the category of member assignments so they must resign or be dismissed from AJI membership once they are officially elected.
 - (8) Further provisions regarding the assignment of members in state institutions are regulated in the Management Regulations.

CHAPTER IX

AJI ORGANIZATION MANAGEMENT

Article 30

Implementation of AJI Management Functions

- (1) The AJI National Board may regulate the implementation of its duties, functions, and authorities in the National Board Regulations following the Constitution and Bylaws and Organizational Regulations.
- (2) AJI City Board may regulate the implementation of its duties, functions, and authorities in the AJI City Regulations following the Constitution and Bylaws and Organizational Regulations.

Article 31
AJI City Autonomy

AJI City has autonomy in terms of:

- a. Acceptance of members;
- b. Election of management and other organizational apparatus;
- c. Program creation and implementation;
- d. Finding sources of funds for program implementation.

Article 32
AJI City Conference

- (1) AJI City Conference (hereinafter referred to as Konferta) has the duty and authority to:
 - a. Elect and determine the Chairman and Secretary of AJI City;
 - b. Accept or reject the accountability report of the Chairman and Secretary of AJI City;
 - c. Elect and determine the members of the AJI City Advisory Council;
 - d. Stipulate AJI City Regulations;
 - e. Determine the Principal Work Program of AJI City;
 - f. Propose the names of candidates for the Ethics Council to be determined by the Chairman and Secretary of AJI City.
- (2) Konferta Procedure:
 - a. Konferta invites all members as participants and representatives of the AJI National Board;
 - b. For the presence of AJI National Board representatives in the Conference, AJI City Board notifies the AJI National Board at least 30 days before the Konferta is held;
 - c. Konferta is held by a committee formed by the AJI Management;
 - d. Decision making in the Konferta is taken by consensus or by majority vote as regulated in the Konferta Rules;
 - e. Konferta is considered valid if it is attended by representatives of the AJI National Board.
- (3) Accountability Report of the Chairman and Secretary of AJI City in the Konferta.
 - a. The accountability reports of the Chairman and Secretary of AJI City in Konferta include; membership reports, organizational management, program implementation, general administration, and financial reports for three years of management.
 - b. Complete financial reports must be submitted by AJI City to the AJI National Board and/or AJI City MPO no later than seven days before the Konferta is held.
 - c. Membership reports, organizational management, program implementation, general administration as well as a summary of financial reports for the three years of management are distributed to participants, representatives of the AJI National Board, and/or AJI City MPO before the conference begins.
- (4) Postponement of Konferta
 - a. AJI City may postpone Konferta no later than 3 (three) months with urgent and very important considerations for the continuity of the organization and program;
 - b. The postponement of the Konferta was decided through a meeting of the AJI City management after hearing the considerations of the AJI City MPO and with the approval of the AJI National Board;

- c. The Chairman of the AJI National Board and the Secretary General appointed the Chairman of AJI City and the Secretary of AJI City or members of AJI City who were recommended by the management meeting and the AJI City MPO as Acting Chairman of AJI City and Acting Secretary of AJI City until the Konferta is held.
- (5) Extraordinary Konferta
- a. In an emergency, an Extraordinary Conference may be conducted on the written proposal of two-thirds of AJI City members;
 - b. Emergency happens when there is a major Constitution and Bylaws violation committed by the Chairman and/or Secretary of AJI City and/or the wheels of the AJI City organization stop running and/or AJI City is at risk of splitting apart;
 - c. To carry out the extraordinary Konferta, the AJI National Board appointed the Konferta Organizing Committee who is responsible for running Konferta no later than 14 days.
- (6) Virtual Konferta
- a. In emergencies where face-to-face meetings are not possible, Konferta can be held virtually or online using internet facilities;
 - b. Emergency conditions as referred to in letter b are in the event of a pandemic of certain diseases and/or conditions that threaten the safety of Konferta participants if a direct meeting is held.
 - c. The decision to hold a virtual Konferta is taken by agreement of the members through a member meeting and coordinated with the AJI National Board.
 - d. Virtual Konferta is carried out following the conference methods regulated by these Organizational Regulations.
 - e. Virtual Konferta can be implemented if the AJI City Management can ensure that technical needs can be met.
 - f. Further provisions regarding virtual conferences are regulated in the Konferta rules.

Article 33

Filling MPO and ME Members at City AJI Level

- (1) There are three members of the AJI City Advisory Council who are selected from AJI members and appointed in the Konferta.
- (2) The members of the AJI City Ethics Council consist of three people who are selected and determined by the Chairman and Secretary of AJI City from the names proposed in the Konferta.
- (3) Candidates for the AJI City Ethics Council proposed in the Konferta can be taken from AJI members and/or personnel from outside AJI who are deemed to understand the AJI Code of Ethics and Code of Conduct.
- (4) Candidates for members of the AJI City Ethics Council from outside AJI members are not state officials (except: commissioners of KPI, KI, and members of the Press Council) and/or members of political and/or personal parties who have the potential to interfere with the independence and principles of AJI following the Constitution and Bylaws, AJI Code of Ethics and Code of Conduct.
- (5) If AJI City has difficulty and/or lacks members to fill the two organizational completeness institutions, members are allowed to hold concurrent positions in the two organizational completeness institutions or other solutions agreed in the Konferta that do not conflict with the Constitution and Bylaws, AJI's Code of Ethics and Code of Conduct based on consideration of the AJI National Board through their representatives who attend at the Konferta.

- (6) AJI City members who sit in two organizational completeness institutions do not hold concurrent positions as administrators of AJI City.

Article 34
AJI City Board

- (1) The Chairman of AJI City is assisted by the Secretary of AJI City who is elected in the Konferta, leads and is responsible for the running of the AJI City organization, represents and becomes the spokesperson for AJI City outside the organization and in dealing with the AJI National Board.
- (2) The Chairman and Secretary of AJI City must complete the composition of the AJI City Board no later than 1 (one) month after the Konferta and announced to members.
- (3) The Chairman and Secretary of AJI City must form at least:
 - a. Manpower Division;
 - b. Advocacy Division;
 - c. Education Division;
 - d. Women's Division;
 - e. Communication and Data Division;
 - f. Business Division;
 - g. Organization Division
- (4) The divisions as mentioned in paragraph (3) can be combined without compromising the nomenclature and handling of their functions.
- (5) The Chairman and Secretary of AJI City may appoint a treasurer and/or recruit financial staff to manage AJI City's finances.
- (6) Details of the division of tasks and functions of the AJI City Chairman, Secretary, Treasurer, and each field can be regulated in the AJI City Regulations and/or the AJI City Chairman's Decree by referring to the AJI City Board Task Division Guidelines in the AJI Organizational Manual.
- (7) To assist the implementation of other management duties, the Chairman and Secretary of AJI City may appoint AJI City staff from outside AJI members.
- (8) AJI City Board has the duty and obligation to implement the Primary Work Program of the results of the Konferta.
- (9) AJI City Board can also create committees or ad hoc working bodies to handle certain issues or problems.
- (10) To deal with certain issues that are in line with AJI's struggle, the AJI City Board can cooperate and form coalitions with certain organizations and individuals as long as they do not conflict with the organizational principles regulated in the Constitution, Bylaws, and Organizational Regulations and coordinated with the AJI National Board.
- (11) The AJI City Board does not hold a concurrent position as a media company organization manager.

Article 35
Chairman and Secretary of AJI City Permanently Absent

- (1) If the Chairman and/or Secretary of AJI City is permanently absent for at least 3 (three) months, the AJI City Board shall appoint an interim official of the Chair and/or Secretary of AJI City and notify the AJI National Board.
- (2) If the Chairman and/or Secretary of AJI City are permanently absent until the Konferta, the Temporary Acting Chair and/or Secretary of AJI City will serve until the end of the term, provided that the organization is still being managed properly.
- (3) If the Chairman and/or Secretary of AJI City are definitively active again before the Konferta, the Chairman and/or Secretary of AJI City shall notify the AJI National Board.

Article 36
AJI Bureau

- (1) The AJI City Board may establish an AJI Bureau in a press company if there are at least 10 (ten) AJI members in that company.
- (2) AJI City Board may establish an AJI Bureau in a certain area or city in its territory if there are at least 5 (five) members from several companies located in the area or city.
- (3) The establishment of the AJI Bureau is considered to facilitate communication, advocacy, collection of dues, and the fulfillment of other needs of the organization members and reported to the AJI National Board.
- (4) The AJI City Board may appoint a member to be the coordinator of the AJI Bureau.
- (5) The AJI Bureau does not have the autonomy to carry out activities on its own and/or on behalf of AJI without coordinating with the local AJI City Board.
- (6) To avoid misunderstandings from AJI external parties, the mention and writing of the name AJI Bureau does not stand alone but must be preceded by the name AJI City, followed by the name of the company or area/city of the bureau, for example: AJI City A Bureau B.

Article 37
AJI Preparatory City and New AJI City

- (1) AJI City Board may propose the establishment of AJI Preparatory City to the AJI National Board if the AJI Bureau as referred to in Article 21 paragraph (2) has a minimum of 10 (ten) members.
- (2) The establishment of AJI Preparatory City is determined by the AJI National Board on the recommendation of the AJI City main bureau to establish a new AJI City.
- (3) The establishment of AJI Preparatory City is preceded by a declaration attended by representatives of the AJI National Board.
- (4) AJI Preparatory City can only be proposed to become AJI City if it has at least 15 AJI members;
- (5) To fulfill the requirements for the establishment of AJI City as referred to in paragraph (4), AJI Preparatory City members are looking for prospective members to be registered at the main AJI City by following the procedure for accepting new members;
- (6) The ratification of AJI Preparatory City to become AJI City is stipulated in Congress.

Article 38
Capacity Building for AJI City Board

- (1) To encourage capacity building of the Chairman, Secretary, and AJI City Board, the AJI National Board may hold regular capacity-building activities for the organization.
- (2) To encourage capacity building, the AJI City Board may refer to the AJI Organizational Manual published by the AJI National Board.

Article 39
Press Freedom Advocacy

- (1) AJI City Board is obligated to advocate for threats to press freedom in its territory, both against journalists who are members of AJI and journalists who are non-AJI members who request advocacy support from AJI.
- (2) Advocacy against threats to press freedom must have a victim perspective.
- (3) In conducting advocacy, the AJI City Board coordinates with the AJI National Board to share tasks and roles.
- (4) In carrying out advocacy, AJI City Board can cooperate with the Press Legal Aid Institute (LBH Pers), journalist organizations, and other institutions that are in line with AJI's mission.
- (5) To assist advocacy carried out by AJI City, the AJI National Board supports, monitors and, if deemed necessary, takes over technical advocacy after coordinating with AJI City.
- (6) Advocacy for press freedom can be carried out by assisting victims, reporting to law enforcement, campaigns, demonstrations, attitude statements, solidarity actions, the commemoration of international press freedom day and other agreed forms.
- (7) AJI National Board and AJI City Board actively participate in maintaining and advocating freedom of opinion and expression.
- (8) AJI's advocacy standards are regulated in more detail in the AJI Advocacy Procedure Standards in the AJI Organizational Manual.

Article 40
Journalist Competency Test and Professionalism Capacity Building

- (1) To increase the capacity and professionalism of AJI members, the AJI City Board guarantees the rights of members to take the Journalist Competency Test
- (2) The Journalist Competency Test is coordinated by the AJI City Board with the AJI National Board through the AJI UKJ Examining Body.
- (3) The Journalist Competency Test shall be held by the AJI National Board in one AJI City with participants from one AJI City or a combination of adjacent AJI City.
- (4) The implementation of the Competency Test refers to the AJI Journalist Competency Test Guidelines formulated by the AJI UKJ Examining Body
- (5) To increase the capacity and professionalism of AJI members, AJI City, both on its own and with the support of the AJI National Board can hold training, workshops, and discussions on capacity building and professionalism, provide coverage scholarships and organize and encourage members to take part in various journalism competitions.
- (6) The National Board based on input from the Examining Body shall make a Management Regulation that regulates the criteria and mechanism for revocation of UKJ certificates for AJI members.

Article 41
Employment and Welfare of Journalists

- (1) AJI National Board and AJI City held training, workshops, commemoration of 'May Day' and campaigned on labor issues to increase journalists' awareness of labor rights to fight for the welfare of journalists.
- (2) AJI City Board encourages media workers to organize the establishment of trade unions from below and asks for the commitment of AJI members who have succeeded in establishing media companies to encourage the establishment of media workers unions in their respective companies.
- (3) AJI City Board coordinates with AJI National Board in handling media worker employment cases.

Article 42
AJI City Secretariat

- (1) For proper organizational management, AJI Kota needs to have a Secretariat.
- (2) The AJI National Board assists the AJI City Board in procuring the AJI City Secretariat by considering the efficiency, effectiveness, and needs of AJI City.

Article 43
AJI City Administration Management

- (1) AJI City Board applies general and financial administration standards in managing organizational functions, secretariat, finance, assets, correspondence, and all tools to support the running of the organization.
- (2) For good general administration, the AJI City Board may refer to the guidelines issued by the AJI National Board.

Article 44
Periodic Report

- (1) To evaluate how well the AJI City organization is operated, the AJI National Board applies the AJI City Health Index.
- (2) To assess the AJI City Health Index, the AJI National Board requests a periodic report once a year that must be filled out and reported by the AJI City Board.

Article 45 Funding

- (1) The AJI National Board shall provide activity funds for AJI City as well as for financing its national programs.
- (2) Activity funds come from AJI's internal funding sources and AJI's external sources.
- (3) AJI City's fundraising area is its scope for activities with local themes.
- (4) AJI City may seek funding sources that are not currently being worked on by the AJI National Board
- (5) If AJI City obtains funding sources that require the involvement of AJI in other cities, it must be consulted with the AJI National Board and coordinate with the local AJI City.
- (6) AJI's internal funding sources are prioritized over external funding sources.

Article 46 Financial Source

The organization's financial sources consist of:

- (1) Internal financial sources, namely:
 - a. Membership dues;
 - b. Member donations;
 - c. The business run by the organization; and
- (2) External financial sources, namely:
 - a. Donations or Grants, namely gifts in the form of money or goods that are not binding and do not cause the organization to do something or not to do something concerning the donor or grantor;
 - b. Program Assistance, namely assistance programs that include the rights and obligations of the organization concerning aid providers.

Article 47 Dues Payment

- (1) The amount of the AJI membership due is Rp20,000 per month.
- (2) Payment of membership dues can be made through AJI's bank account or cash deposit through AJI City Board or AJI National Board and Staff who then deposits it into AJI's bank account.
- (3) AJI members who have deposited the dues, confirm by filling out the payment form on the AJI website.
- (4) The AJI National Board issues cards for members who have paid dues for at least one year.
- (5) The AJI National Board publishes a financial report on the payment of dues and deposits 75 percent of dues funds back to AJI City every six months.
- (6) To increase the participation of members in paying dues, the AJI City Board may adopt certain policies following the character of each AJI City as long as it does not conflict with the Constitution/Bylaws and Organizational Regulations.

Article 48
Business Establishment

- (1) AJI National may establish a cooperative or credit union based on AJI members with the following conditions:
 - a. AJI National Board ex-officio becomes Supervisor of Cooperatives or Credit Unions;
 - b. The day-to-day cooperative or credit union is run by professional workers with good and transparent management;
 - c. Cooperative business or credit union does not interfere with the running of the organization and does not conflict with the Constitution/Bylaws, vision, mission, principles, and code of ethics of AJI.
- (2) AJI National may establish a limited liability company (PT) with AJI as the majority shareholder, provided that:
 - a. PT is engaged in a business field that does not interfere with the running of the organization and does not conflict with the Constitution/Bylaws, vision, mission, principles, and code of ethics of AJI;
 - b. PT is run by professional workers with good and transparent management.
- (3) The establishment of cooperatives and/or business entities at the AJI City level refers to the principles of the business establishment at the AJI National Board level.

Article 49
Program Cooperation

- (1) To encourage the improvement of AJI City's organizational and financial capacity, the AJI National Board in collaboration with the AJI City Board held a program in the AJI City area.
- (2) Programs run in AJI City can be initiated by the AJI National Board and/or AJI City Board.
- (3) The cooperation between the AJI National Board program and AJI City is carried out by taking into account the principles of equity, characteristics, and capabilities, and/or needs of AJI City.
- (4) The cooperation program between the AJI National Board and the AJI City Board is carried out according to a mutual agreement as outlined in a written contract by explaining all the rights and obligations of both parties.
- (5) The cooperation program with AJI City can be funded by the National AJI treasury or sponsored by a legitimate third party according to the Constitution and Bylaws, Organizational Regulations, Code of Ethics, and AJI Code of Conduct.

Article 50
Cooperation with Third Parties

- (1) AJI cooperates with individuals, organizations, corporations, state institutions, or government institutions based on the principles of independence, democracy, freedom, equality, and diversity.
- (2) AJI does not cooperate with individuals, organizations, or corporations that are involved or responsible for human rights crimes, economic crimes, corruption, environmental crimes, health crimes, violence against women, violence against children, and labor violations marked by reporting cases to the law enforcers and/or authorized state institutions.
- (3) AJI does not cooperate with state institutions or government institutions financed by the State Budget or Regional Revenue and Expenditure Budget or non-budgetary funds, except those engaged in fields that are following AJI's vision and mission, namely:
 - a. Social Security Administrative Body (BPJS);
 - b. Press Council;
 - c. Information Commission;
 - d. National Commission for Women;
 - e. National Commission on Human Rights (Komnas HAM);
 - f. Corruption Eradication Commission (KPK);
 - g. AIDS Commission (KPA);
 - h. Commission for the Supervision of Business Competition (KPPU);
 - i. Indonesian Broadcasting Commission;
 - j. Indonesian Child Protection Commission (KPAI);
 - k. Judicial Commission;
 - l. Witness and Victim Protection Agency (LPSK);
 - m. Constitutional Court;
 - n. Ombudsman;
 - o. Indonesian Red Cross (PMI); and
 - p. Financial Transaction Reports and Analysis Center (PPATK);
 - q. Public universities.
- (4) The form of cooperation with institutions as referred to in paragraph 3 of this article is limited to programs and AJI does not participate in managing the finances of the cooperation.
- (5) AJI opens cooperation with individuals, organizations, corporations, as long as it does not reduce AJI's independence, which means:
 - a. Does not bind AJI to take actions, work programs, or statements that are contrary to the values of the Sirnagalih Declaration, AJI's Constitution/Bylaws, and organizational regulations; and.
 - b. Does not bind AJI to carry out activities with funds sourced from parties that have a potential conflict of interest with AJI and/or contrary to AJI's Constitution and Bylaws.
- (6) The AJI National Board and/or AJI City Board may seek the opinion of the National Organizational Advisory Council (MPO) before collaborating with individuals, organizations, or corporations suspected of violating the conditions as stipulated in paragraph (2) or indicated to have violated the news or other information, although it has not been reported to law enforcers and/or authorized state institutions.
- (7) If the National MPO assesses that an individual, organization, or corporation does not meet the requirements according to organizational rules, the AJI Management is obliged to cancel the cooperation.

- (8) National MPO and City MPO compile a negative list of companies related to paragraph 2 no later than 6 months after the congress or Konferta.

Article 51
Suspension of AJI City Board

- (1) The General Chairman and the Secretary General may decide to temporarily suspend an AJI City management if the AJI City management is proven to have violated the Constitution and Bylaws and/or is unable to carry out organizational functions for two years.
- (2) The suspension as referred to in paragraph (1) is carried out after hearing the considerations of the National MPO.
- (3) The AJI National Board may appoint the acting Chairman of AJI City who is in charge of preparing the Extraordinary City Conference no later than 6 (six) months after the suspension.

**CHAPTER X
AMENDMENTS AND RATIFICATION**

Article 52

Amendments to the Organizational Rules may only be made and enacted by Congress.

Article 53

- (1) This Organizational Regulation is effective from the date of stipulation.
- (2) This Organizational Regulation is stipulated in the AJI Congress which will be held virtually by taking its seat in Jakarta on Monday, March 1, 2021.
- (3) With the enactment of this Organizational Regulation on Organizational Governance, the Organizational Regulation on Organizational Governance stipulated in the previous congress is declared no longer valid.
- (4) Everything that has not been regulated in this Organizational Governance can be regulated in the Management Regulations and AJI City Regulations