

## **Guidelines for the Board:**

### **§ 1**

The Centre's name is Videnscenter for Integration. The Centre has its headoffice in Vejle. The Centre operates nationwide.

### **§ 2**

The purpose of Videnscenter for Integration is to collect, adapt, develop and promote good practice in relation to integration of migrants in Denmark. The Centre's target groups are the migrants themselves and the people, counties, municipalities, institutions, etc., that work with the integration of migrants in Denmark.

### **§ 3**

Videnscenter for Integration is an institution in the Municipality of Vejle. The Centre fundraises for its projects and its administration.

### **§ 4**

The Centre is governed by a Board composed of six persons: The Mayor of Vejle Municipality (who functions as the Chairperson), a representative from the Danish Regions (Amtsrådsforeningen), the Chairperson of the League of Municipalities in Vejle County (Kommuneforeningen), a representative from the Danish Employers Confederation (DA), a representative from the Danish Confederation of Trade Union (LO), and a representative from the Integration Council in Vejle Municipality. The Centre's Director acts as Board Secretary.

### **§ 5**

The Institutions represented in the Board decides the length of term of their representatives. The Board sets the Centre's direction. The Board may hold meetings as needed, but at least two times a year, and if the Chairperson or at least two members of the Board find cause to hold a meeting.

### **§ 6**

The Centre Director is responsible for the Centre's day-to-day operation, who is responsible to the Board and the Municipality of Vejle.

### **§ 7**

The Board employs and terminates the Centre's Director. The Director employs and terminates the Centre's personnel.

### **§ 8**

The Centre's Accounting Year follows the Finance Year. The Accounting System follows the Vejle Municipality's accounting guidelines.

### **§ 9**

The Centre prepares its Annual Financial Report for the previous calendar year.

### **§ 10**

The Centre may only be dissolved by the Municipality of Vejle. The Municipality will decide on the dissolution of the Centre's assets.

### **§ 11**

Changes in the guidelines will be discussed in two succeeding meetings.

### **§ 12**

The Guidelines takes effect as soon as the Board gives its approval.