



Operating Charter

Who we are, what authority we have, and how we are organised.

ADCN (Albanian Diaspora Civic Network) is a volunteer-led civic network, not a registered organisation or separate legal person. **ADCN** uses its own governance, safeguards and public-facing standards. References to “**ADCN**” in this document describe the network’s agreed rules and working practices.

PURPOSE AND SCOPE

This Charter sets the basic rules for how the Albanian Diaspora Civic Network (ADCN) works.

It applies to members, volunteers, coordinators, experts and contributors when they act through ADCN, use its name or resources, or take part in its decision-making.

- Serve Albania’s public interest through civic participation, evidence, research and constructive institutional engagement.
- Connect diaspora expertise with people and institutions in Albania without claiming to represent the Albanian diaspora as a whole.
- Protect the independence, safety and dignity of members and contributors.

CORE PRINCIPLES

- Independent and non-partisan.
- Evidence-led and open to correction.
- Public-interest focused rather than personality-led.
- Respectful, accessible and proportionate.
- Transparent about authority, attribution, uncertainty and conflicts of interest.
- Protective of personal data, contributor safety and confidential material.

STRUCTURE

Network Forum

The Network Forum is the wider participation space for members and active contributors. It discusses priorities, receives updates, proposes work and can raise concerns about the direction or standards of the network.

Coordination Circle

The Coordination Circle is the small operational group that maintains continuity between meetings. It coordinates workstreams, assigns reviewers, records significant decisions, manages access to official channels and ensures that urgent decisions are reviewed afterwards.

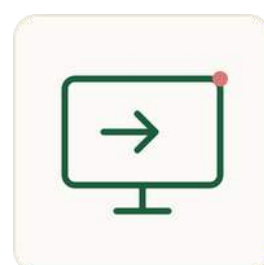
Four workstreams



Policy, Evidence and Institutional Analysis.



Civic Participation and Public Information.



Communications and Media.



Network, Partnerships and Member Support.

The workstream names or internal allocation may evolve. Any change must preserve the responsibilities covered by this Charter and be recorded transparently.

PARTICIPATION AND MEMBERSHIP

Participation is voluntary. People may contribute as members, volunteers, advisers, experts, project contributors or partners. Access to internal spaces or the ADCN name can be limited where confidentiality, safety, conflicts of interest or repeated misconduct require it.

- No one acquires authority to speak for ADCN merely by joining a group, attending a meeting or contributing to a project.
- Expert review must be credited only for the scope actually reviewed.
- Partners retain their own identity and do not become part of ADCN unless explicitly agreed.

DECISIONS AND DELEGATED AUTHORITY

ADCN aims for informed consensus. Where consensus is not possible, the Coordination Circle, which operates based on the rules and regulations that have been agreed by every new member of the network upon joining, may make an operational decision after hearing affected views and recording the reasoning. High-risk decisions - including major public statements, sensitive allegations, political-independence issues, serious safeguarding matters and significant use of personal data - require at least two unconflicted reviewers.

A person with a relevant conflict must disclose it and step out of the decision where the conflict could reasonably affect trust in the outcome.

WHO MAY SPEAK FOR ADCN

- Only people explicitly authorised and agreed upon democratically by the group, for the subject or channel may issue statements, speak to media on behalf of ADCN, commit ADCN to a partnership, or approve use of the ADCN name or logo.
- Members speaking personally should not imply that their view is an official ADCN position.
- No participant may sign contracts, incur liabilities, accept funds or make legal commitments “for ADCN” unless the actual responsible person/entity and authority are clear in writing.

WHO MAY SPEAK FOR ADCN

Material decisions should be recorded in a proportionate way, including date, decision-maker(s), conflicts, supporting material and any follow-up. This Charter should be reviewed at least annually and after any significant governance problem. Amendments are approved by the Coordination Circle following consultation with the Network Forum where the change materially affects participation or public accountability.

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