

HOUSE REGULATIONS S.V. HOOFDDORP

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Article 1 – General provisions

- 1.1. The association named S.V. Hoofddorp, hereinafter referred to as 'the association', was established by notarial deed on July 17, 1927, royally approved on April 29, 1970, and is located at the sports complex De IJvelden, IJweg 1155 in Hoofddorp.
- 1.2. The association has arisen from the merge of the now dissolved associations 'E.T.O.' (Honestly Towards Victory), founded July 17, 1927, and 'the Roman Catholic Football Association Hoofddorp Boys', founded April 5, 1939.
- 1.3. The House Regulations are applicable in inseparable conjunction with the Statutes of the association, as they were last amended and completely re-established by notarial deed on January 7, 1998.
- 1.4. The House Regulations describe how the organization of the association is structured. In addition, the House Regulations serve as a guideline for the standards and values that are maintained within the association.
- 1.5. The members (male/female), hereinafter referred to as 'members', are obliged:
 - ✓ To comply with the Statutes and the House Regulations of the association, as well as the decisions of the Board, the general members' meetings, or any other body of the association.
 - ✓ To comply with the statutes and regulations of the KNVB, the decisions of a body of the KNVB, as well as the applicable match provisions.
 - ✓ Not to harm the interests of the association.

Article 2 – Duration, purpose, and means

- 2.1. The duration of the association is for an indefinite period. The association year (financial year) runs from July 1 to June 30 of the following year. The purpose and the means by which the association tries to achieve this are described in the Statutes.

Article 3 – Members

- 3.1. The members of S.V. Hoofddorp consist of:

Playing members

 - * Seniors - (playing members Ladies & Men of 19 years and older)
 - * Juniors - (playing members, Jo & Mo 14 to Jo & Mo 19)
 - * Pupils - (playing members, Jo & Mo 8 to Jo & Mo 13)
 - * Benjamini's - (playing members Jo & Mo 7)

Playing members must always be registered with the KNVB, in accordance with the requirement from the Statutes and the House Regulations of the KNVB, and thus have a relation number from the Association. The age classification is in accordance with the regulations of the KNVB based on the age of a playing member on December 31 of the current year.
- 3.2. Non-playing members
Non-playing members are members who no longer actively practice football but still want to remain a member of the association. They are registered with the KNVB, in accordance with the Board members and Committee members are members (employees and volunteers) who must be members of the KNVB by virtue of their position within the association, in accordance with the requirements of the Statutes and the House Regulations of the KNVB, and thus have a relationship number with the Association.
- 3.4. Employees
Employees are members who receive a fee for their activities within the association, other

than the legal volunteer contribution, and with whom an employment contract has been concluded. Employees are members of the association and of the KNVB, in accordance with the requirements of the Statutes and the House Regulations of the KNVB, and thus have a relationship number with the Association. An employee may also fall under a category mentioned in points 3.1. to 3.3., if the qualifications are met.

3.5. Association Referees

For the volunteer position of association referee within the association, the Board has decided to register these members with the KNVB, in accordance with the requirements of the Statutes and House Regulations of the KNVB, and thus have a relationship number with the Association. They are thereby officially authorized to referee matches.

3.6. Honorary Members and Members of Merit

Honorary Members and Members of Merit are members who have received a distinction for their activities within the association in one way or another (see Article 4). They are registered with the KNVB, in accordance with the requirements of the Statutes and the House Regulations of the KNVB, and thus have a relationship number with the Association.

Article 4 – Distinctions

The association recognizes the following distinctions:

4.1. Honorary Member

Honorary Members are members who have distinguished themselves in a particularly honorable way towards the association. Honorary Members are appointed by the General Members' Meeting on the recommendation of the Board. They receive a written confirmation from the Board and a pin associated with the appointment.

4.2. Member of Merit

Members of Merit are members who have made themselves particularly meritorious to the association. Members of Merit are appointed by the General Members' Meeting on the recommendation of the Board. They receive a written confirmation from the Board and a pin associated with the appointment.

4.3. The Membership Pin

Members who have been uninterrupted members of the association for 25 years, 40 years, or 50 years in a calendar year are distinguished at the General Members' Meeting with a bronze, silver, or gold 'Membership Pin of S.V. Hoofddorp'. Members who have been uninterrupted members of the association for 60 years, 70 years, etc., receive a special memento.

Article 5 – Application and termination of membership

5.1. Application for membership is made by fully completing the digital 'Application Form' (available via our website), including the accompanying authorization for direct debit of the membership fee. For youth members (pupils and juniors), the form must be signed by one of the parents or one legal representative.

The Board may require that the information provided in the form be substantiated by reliable evidence. New members from 16 years of age are required, according to a decision of the KNVB, to be able to show a valid identity document.

5.2. The costs (registration fee/administrative costs) for the registration of members are determined by the Board. These costs must be paid directly upon registration.

5.3. Membership is obtained by a decision of admission by the Secretary on behalf of the Board. The Secretary cannot refuse membership on their own; in such a case, the Board decides whether or not to admit. If this leads to a rejection by the Board, written notification is given to the applicant, stating the way in which an appeal can still be lodged. If the non-admitted

member requests it, the rejecting decision will be presented to the General Members' Meeting (Autumn or Spring).

- 5.4. The Board ensures that those who are admitted as members of the association are registered with the KNVB. Membership can start at any time, runs thereafter until June 30 of the following year, and is then tacitly renewed each year (July 1 through June 30).
- 5.5. Termination of membership must be done in writing to the Membership Administration of the association. The termination of membership can only take place at the end of the season, but for administrative reasons no later than June 1.
- 5.6. If membership is canceled by September 1, no membership fee is due for the current season. If membership is canceled after September 1, the full membership fee is due for the current season.
- 5.7. Upon cancellation of membership during the association year (after September 1), the membership fee for the entire season remains due. Only in special cases (medical reasons, study, moving) can a refund be granted (see Article 10).

Article 6 – Statutes / House Regulations / Information Guide

- 6.1. Anyone who is admitted as a member of the association can, after payment of the Membership fee, receive a copy of the Statutes and the House Regulations of the association.
- 6.2. Anyone admitted as a member of the association can receive an Information Guide of the association containing all relevant information. This guide is an important supplement to the Statutes and the House Regulations and aims to provide a coherent insight into the association's organization.
- 6.3. Members are expected to be aware of the contents of the Statutes, the House Regulations, and the Information Guide.

Article 7 – The KNVB Digital Player's Pass

- 7.1. For playing members from the JO & MO13, a digital player's pass from the KNVB is mandatory.
- 7.2. When registering members from the JO & MO13, a recent passport photo must be scanned, which will be used for the verification of players on match days. The digital player's pass is personal with a photo and the association name of the player.
- 7.3. Without a valid digital player's pass, playing members are not allowed to participate in matches. Violation of this can result in fines and suspensions imposed by the KNVB.

Article 8 – Rights and obligations of members

- 8.1. All members have rights and obligations. These rights and obligations are further detailed in the Statutes and the House Regulations if necessary.
- 8.2. Playing members have the right to participate in training and matches.
- 8.3. Members have the right to participate in debates and to vote at the General Members' Meetings.
- 8.3. Members have the right to free access to matches and meetings, unless otherwise determined by the Board or the KNVB.

- 8.4. Members have the right to submit proposals, complaints, and wishes to the Board. The Board is obliged to look into or investigate these as soon as possible and to inform the member who submitted the proposal, complaint, or wish about the result of the treatment and/or request.
- 8.5. Members are obliged to inform the Board in writing of changes in their address, place of residence, and other relevant personal details.
- 8.6. Members are obliged to pay the membership fee on time.
- 8.7. Members are obliged to comply with the Statutes and the House Regulations of the association and the guidelines given by the Board or by the committees/sections designated by the Board, as well as the regulations of the KNVB.
- 8.8. Parents or legal representatives of youth members and senior members are expected to contribute to the proper functioning of the association by fulfilling one or more association tasks. These tasks include activities or (youth) team supervision, performing canteen services, and/or other association tasks requested by the Board.
- 8.9. Parents or legal representatives of youth members are required to arrange transportation for their children to and from matches and training. They also remain responsible for their children during the performance of matches and training. This responsibility can never be transferred to other members, board members, cadre members, or volunteers of the association unless this has been explicitly agreed upon individually with the concerned parties.

Article 9 – Membership Fee

- 9.1. Every member of the association is obliged to pay a membership fee, except for honorary members, who are not required to pay.
- 9.2. The amount of the membership fee is determined annually, on the proposal of the Board, by the General Members' Meeting. The amount of the fee varies with the type of membership (see Article 3). For playing members, the fee also varies by category, which depends on age.
- 9.3. When setting the membership fee rates for the season, the consumer price index figure, as announced by the CBS, is taken into account. Unless the General Members' Meeting expressly decides otherwise, the membership fee will at least be increased annually by this price index figure.
- 9.4. The payment of the membership fee is made through a direct debit authorization. In two installments (first week of August and first week of September), the membership fee is collected.
- 9.5. If membership is entered into by October 1, the full membership fee must be paid. If membership is entered into after October 1, then the fee is due for the number of months remaining in the season, taking into account a season of 10 months (August through May).
- 9.6. Members who do not wish to use direct debit for compelling reasons can make this known in writing to the Board. They are then required to pay the full membership fee before August 1 of the association year.
- 9.7. Before the start of the season, a Board announcement will be placed on our website for members who do not use direct debit, stating that by mid-August, members who have not paid their membership fee via their own transfer can be listed on our website by name.

- 9.8. The Board may allow a spread of the membership fee payment upon the member's request. Arrangements with the Treasurer for a possible payment plan can be made until no later than August 31. This can only be done in writing or via email. See the Treasurer's details on the website www.svhoofddorp.nl. After this, no payment arrangements will be made, except for possible exceptions at the Treasurer's discretion
- 9.9. The initiative for a payment arrangement naturally lies with the parents of the members or the members themselves. A payment arrangement can be for a maximum period of 6 monthly installments (July through December), so that by January 1 of each season, everything will be received.
- 9.10. Members who do not fulfill their obligation to pay the membership fee will be reminded. If a playing member does not proceed with payment, then he/she will be excluded from participating in training and matches until he/she has paid.
- 9.11. If the full membership fee is not received by September 1, the digital player's pass will be blocked until the fee is fully paid. Chargebacks and/or reversals by the bank are considered as unpaid membership fees regardless of the reason(s).
- 9.12. Members who ultimately do not pay the due membership fee will be removed from the membership list and a financial blockade will be imposed in the KNVB (Sportlink) player administration. This ensures that these members cannot request a transfer to another association before the arrears are paid.
- 9.13. If a playing or non-playing member does not pay the membership fee on time or according to the agreement, the Board will ultimately take the statutory measures.
- 9.14. The Board may grant full or partial exemption from the payment of the association membership fee to members who request this in writing, at the discretion of the Board.
- 9.15. Donors pay a membership fee that is determined annually by the General Members' Meeting. Donors are not members of the association, may attend the General Members' Meetings, have the right to speak but not to vote.
- 9.16. Association referees are members of the association, may attend the General Members' Meetings, have both the right to speak and to vote, but do not pay membership fees. The KNVB contribution is paid by the Board to the Federation.

Article 10 – Membership Fee Refund / Part-time Membership

- 10.1. Requests for a refund of paid membership fees or the establishment of a so-called part-time membership can only take place under special circumstances.
- 10.2. Playing members may be limited in their attendance at matches during the season due to circumstances. This can be related to long-term injuries or work schedules or study situations. Requests for a refund of paid membership fees can be submitted to the Board based on these arguments. In such cases, there are objectively reasonable requests.
- 10.3. The Board assesses the nature of the request in cases of long-term injuries, study or work situations, or relocation according to the current membership fee policy. A refund of up to 50% of the paid membership fee can only take place:

- a. Upon cancellation of membership due to relocation elsewhere or change of employer, but only if reported before January 1;
 - b. Upon cancellation of membership due to study or school internship elsewhere (making it impossible to play football), but only if reported before January 1;
 - c. In case of long-term (at least half a year) injury and/or illness, occurring before January 1.
- 10.4. There will be no refund of membership fees if the situations described in 10.2 / a. to c. occur after January 1. Refund of the membership fee is only accepted and applied if the respective member submits a written request with reasons to the Board. Upon granting the refund, the amount (up to a maximum of 50% of the paid membership fee) will be determined by the Board and refunded at the end of the season.
- 10.5. No refund of membership fees will take place for cancellations during the season for reasons other than long-term injuries, relocation, or demonstrable changes in study or work.
- 10.6. Part-time membership fees will not be introduced, except for possible exceptions at the discretion of the Board. Each member must pay the full membership fee for a season at the beginning of the season.

Article 11 – Dress Code

- 11.1. The Board has established a uniform clothing line for the entire association. With this clothing line, S.V. Hoofddorp will distinguish itself from other associations and it will be even more attractive for members and sponsors to be part of our association!
- 11.2. The clothing line of S.V. Hoofddorp is from the brand Macron and requires that all players/teams of the association must play their matches in a unique uniform.
- 11.3. The club colors of our association are red, white, and blue. The uniform consists of a red shirt, white shorts, and blue socks. All are solid colors without stripes. The shirt and shorts feature the official logo of S.V. Hoofddorp.
- 11.4. Members are also required to have a white reserve shirt (the association does not provide reserve uniforms as a rule).
If a team wishes to purchase reserve shirts/uniforms in different colors, prior permission must be obtained from the Board.
- 11.5. There can be no deviation from the above dress code.
- 11.6. If a team wishes to have shirt advertising, prior permission must be obtained from the Board.
- 11.7. The Board requires sponsors of new match clothing, tracksuits, and/or player bags, which are donated to youth and senior teams with sponsor branding, to pay a financial contribution of €100.00 excl. VAT to S.V. Hoofddorp. After all, the sponsor is advertising through our association, and as with other sponsor expressions within the association, there must be a financial contribution to our club's funds. If a sponsor does not comply with this`
If a sponsor does not wish to comply, then the Board will not grant permission to the sponsor and the respective team for wearing its sponsor expressions.
- 11.8. The match uniforms provided by a sponsor to a team and/or the materials provided by a sponsor to a team remain at all times the property of the sponsor or the respective team.

Article 12 – Penalties

- 12.1. Every member who willfully or through negligence causes damage to the material and properties etc. of their own association or at the complex of the opponent is obliged to compensate for the damage caused. If the perpetrator defaults in this, the Board will have the damage repaired and recover the costs from the perpetrator.
- 12.2. Every member is obliged to reimburse the fines and administrative costs imposed by the KNVB on the association as a result of violations (yellow – red cards / no-show team / guilty of abandoned match etc.).
- 12.3. The Board is authorized to impose an additional penalty from the association, with due regard to hearing both sides, separate from any penalty that is given to a player, assistant referee, coach, caregiver, or other member and is settled by the Disciplinary Committee of the KNVB.
- 12.4. The Board will use all legal means at its disposal to recover fines and administrative costs from non-members if they are responsible for a financial penalty imposed on the association by the KNVB due to their (mis)behavior.

Article 13 – Liability

- 13.1. The association is not liable for theft, loss, or any damage to the properties and possessions of members, benefactors, and spectators.
- 13.2. All members are automatically insured through two collective KNVB insurances by virtue of their membership of the association. Both insurances are explicitly supplementary in nature. The amounts paid out are generally limited:
 - a. The accident insurance provides coverage for accidents resulting in permanent injury to KNVB members.
There is a (limited) secondary coverage for medical and dental costs. This means that costs must first be claimed from one's own insurance and that the non-reimbursed costs can be claimed from the KNVB up to a certain maximum amount.
 - b. The liability insurance is also a secondary insurance. This insurance provides coverage to both associations and individual members. This insurance can be invoked when a KNVB member, as well as a volunteer in our association organization such as a leader, coach, driver, canteen worker, maintenance worker, etc., is held liable for damage to goods or injury to persons and the own insurance does not / not sufficiently cover.
- 13.3. The distinction between the two insurances is as follows:
 - The insured in the accident insurance is the one who suffers damage.
 - The insured in the liability insurance is the one who causes damage.
- 13.4. The municipality of Haarlemmermeer places great value on volunteer work. To cover the risk of volunteer work as well as possible, the municipality has concluded two insurance packages. The insurance is for every volunteer who performs work for others and/or society in an organizational context, without obligation and unpaid, serving a social interest. For more information, see the website www.haarlemmermeer.nl.

Article 14 – Official Announcements

- 14.1. All announcements, for which the Statutes and the House Rules prescribe publication, or which are deemed desirable, as well as important Board announcements and decisions, will be brought to the attention of the members through a digital Newsletter and/or the website www.svhoofddorp.nl.
- 14.2. The website of the association is the formal information channel. The association does not have a printed version of the club magazine. The website is updated daily with all relevant information. All members are expected to have read the content and announcements on our website.
- 14.3. The management, editing, and accountability of the digital Newsletter and the website rest with the Board. The content and scope of the published articles must not harm the interests of the association in general or individuals in particular.
- 14.4. The Board is authorized to make announcements to the members in special or urgent cases in other ways.

Article 15 – Communication

- 15.1. Communication to all official bodies outside the association (e.g., KNVB – media – government) is exclusively by the Board or a representative designated by the Board in specific cases.
- 15.2. The communication policy of S.V. Hoofddorp requires an integrated and professional approach based on careful decisions in a rapidly changing media landscape where members themselves determine how they access information. It is the task of our association to respond to this seriously and thoughtfully, using appropriate media in the right way and with relevant information in the interest of maintaining optimal communication from S.V. Hoofddorp to its members now and in the near future!
- 15.3. For communication from and by S.V. Hoofddorp, use can be made of the website, but also, for example, new media such as Facebook, Twitter, narrowcasting in the canteen, MUIPs (advertising columns) on the access road to the complex, (mini-)posters in/at the clubhouse.
- 15.4. It is not allowed to hang posters, distribute leaflets and flyers, or to conduct any other form of recruitment and publication in our complex and clubhouse without the permission of the Board, for any purpose whatsoever. Publication material for which no permission has been given will be removed immediately.
S.V. Hoofddorp only cooperates with the expression of publications in our complex and clubhouse with our own sponsors and social institutions (non-profit), or if there is a specific financial and/or association interest.
- 15.5. All members and volunteers are asked to handle the use of email for the benefit of (the organization of) the association with the utmost care and to use it exclusively for targeted communication. The use of email for expressing complaints or for making remarks or asking questions about the association and/or the organization can only be directed to bestuur@svhoofddorp.nl
- 15.6. Every Monday evening from 19:30, the Board is present in the Boardroom and anyone can walk in to discuss their questions, remarks, or problems. Often this happens in the canteen,

along the line, in the parking lot, at the bar. Solutions are not found and not given there. Do not hesitate, but just step inside, the Board members are always ready for everyone!

- 15.7. The "Information Booklet S.V. Hoofddorp" is a wonderful business card for our association, with which new and existing members are informed about the duties and rights in our association organization. Definitely worth reading. New members will be able to receive the Information Booklet and existing members can pick up an Information Booklet at the match secretariat or you can read it calmly via our website www.svhoofddorp.nl.

Article 16 – Unacceptable behavior on and around the fields

- 16.1. In view of maintaining the good name of the association, it is important to tighten the sanction policy. This policy has been approved in the General Members' Meeting and is aimed at all playing and non-playing members. It thus affects players, Board members, Match Coordinators, non-playing members, committee and cadre members, trainers, leaders, and parents of members if they show unacceptable behavior on and around the fields.
- 16.2. Even before the verdict of the KNVB Disciplinary Committee in a criminal case of a team from our association, the Board (after specific investigation) immediately imposes sanctions regarding offenses that fall under 'Violent acts and serious misconduct' of the KNVB.
- 16.3. Measurement: The KNVB standard plus an extra match (the thought regarding 'plus' here is that S.V. Hoofddorp has been discredited).
- 16.4. In the case of recidivism of serious offenses, the member concerned can be suspended for the rest of the season by the Board and will be removed from the membership list at the end of the season. The player concerned will be informed of this so that the football career can be ended or a transfer can be requested to another association (thus not formally expelling, this sanction should possibly be executed by the KNVB).
- 16.5. Players who receive many yellow and red cards during matches will be addressed by the Board member of the respective division regarding behavior.
- 16.6. Before this effort is made, a good look is taken at the nature of the offenses. A nuanced approach is paramount.
- 16.7. Many cards for talking (to the referee) and other minor offenses also mean a conversation with the respective Board member.
- 16.8. Points 16.5, 16.6, and 16.7 are about influencing behavior.
- 16.9. The handling of the disciplinary cases will be done by the respective section of the player or the team.
- 16.10. The daily Board is the body within the association where an appeal can be lodged against the possibly imposed penalty(ies).

Article 17 – Standards and values

- 17.1. S.V. Hoofddorp has the pretension to be a correct association, and we want to keep it that way. Therefore, we are attached to standards and values. The Board will act against non-compliance.

- 17.2. In connection with the increasing aggression within and outside the fields, our association has supported the attempts of the KNVB to bring about change by signing a Behavior Covenant.
- 17.3. The Behavior Covenant implies that our members are obliged to behave in such a way that the interests of football and certainly also the good name of S.V. Hoofddorp are not harmed.
- 17.4. All members of the association are members to have (football) fun. Besides the sporting aspects of football, there are also less pleasant things. Rough play, injuries, discrimination, bullying, and swearing. We as an association stand for Fair Play! This means in this context nothing else than that a number of agreements are made between the different parties that make football more enjoyable and attractive for as many people as possible. For the different participants in this process, norms and values based on mutual respect have been established.

Article 18 – The Code of Conduct Committee

- 18.1. The norms and values propagated by the association sometimes turn out to be abstract concepts in practice. When people are addressed on their incorrect behavior, they often respond with the question of where this is stated. It is therefore important for our association to establish and record the principles concretely in a Code of Conduct. We have sought advice from other football clubs and also at associations that practice another sport. In these contacts, we have found that establishing and applying codes of conduct is undeniably useful. These rules apply to all involved, including the opponents of our teams and the spectators of the visiting clubs. The Code of Conduct has been made as widely known as possible via our website.
- 18.2. The Code of Conduct is a dynamic document. The Board will anticipate events and will adjust and renew the document as necessary.
- 18.3. Not every misconduct is linked to a sanction, because each event requires corrective customization.
- 18.4. The Code of Conduct Committee is composed by the Board from members and parents of (youth) members. They serve as an advisory body towards the Board.
First task: how to shape it – what are the tasks, dealing with issues around the football field, hearing both sides and then giving advice to the Board.
Second task: further dissemination of the code of conduct through publicity in the Newsletter and on the website, and verbally to coaches, leaders, and players within the association.
- 18.5. The members of the Code of Conduct Committee are also appointed by the Board as the confidential advisors of S.V. Hoofddorp and will thus be able to function as such if someone wishes to call upon a confidential advisor within the association.

Article 19 – The Certificate of Conduct (V.O.G.) for volunteers

- 19.1. Organizations that offer sports also have the responsibility to create a safe sports environment. Unfortunately, unwanted behavior occurs more often in sports than one might think. Associations that implement preventive policies increase the chance to prevent, detect, and address (sexual) boundary-crossing behavior. An important measure for this is the application of a Certificate of Conduct (V.O.G.) for volunteers who work with minors or with athletes with an intellectual disability.
- 19.2. Making it mandatory to obtain a V.O.G. when appointing a supervisor - and repeating this every 5 years - offers a simple way to check whether the respective supervisor has not been

previously convicted of a violent or sexual offense. Practice shows that some convicts repeatedly obtain positions, such as a supervisor in a sports club, where they easily come into contact with vulnerable victims.

- 19.3. The application of the V.O.G. for volunteers is encouraged by the government and is therefore free of charge. As more and more sports organizations and other volunteer organizations (such as scouting, children's holiday weeks) make use of this, it becomes increasingly important for every (sports) organization to structurally implement this within their own organization.
- 19.4. Applying for the V.O.G. alone is of course not enough. Other measures that a sports club can take include appointing a confidential advisor (see Article 18) and checking references of Board members, supervisors, and/or trainers from another sports club or (sports) organization.
- 19.5. The application procedure has been further elaborated by the Board and is periodically communicated to those involved. The costs for applying for a V.O.G. are fully reimbursed for volunteers in a volunteer organization. The administration and management of the declarations are assigned to a member of the Code of Conduct Committee. The area of focus "Code of Conduct for Playing Football at S.V. Hoofddorp" falls under the Secretary on behalf of the Board. As an association, we want to show that a child can be entrusted to us and that he/she can play football in a safe sports environment.
- 19.6. Applying for the V.O.G. creates a safer and more attractive sports environment for everyone. In this way, we hope to jointly ensure that a safe sports environment is created at S.V. Hoofddorp and that everyone can continue to play sports with great pleasure and without worries!

Article 20 – Opening of the canteen

- 20.1. The opening and closing times of the canteen are made known to members and visitors through signs at the entrance doors, in the central hall, and behind the bar. Our association has received a permit from the municipality of Haarlemmermeer for the opening hours of the canteen from Monday to Friday from 18:00 to 23:00 and on Saturday and Sunday from 08:00 to 18:00.
- 20.2. On Saturday and Sunday evenings, the canteen is closed, unless association activities are organized on these evenings with the permission of the Board.

Article 21 – House rules on the use of alcohol in the canteen

- 21.1 In accordance with the Alcohol Licensing and Catering Act, the association has an established and approved Board regulation 'Alcohol in sports canteens'. This Board regulation contains rules about the responsible provision of alcoholic beverages in our sports canteen (see the house rules 21.2. to 21.10).
- 21.2. It is not allowed to consume self-brought alcoholic beverages in the canteen, changing rooms, or elsewhere on the sports complex of our association.
- 21.3. It is not allowed to consume alcoholic beverages bought in the canteen anywhere else but in the canteen, on the outdoor terrace, and in the Boardroom of our clubhouse.
- 21.4. It is not allowed to take glassware (glasses/bottles) outside the canteen.
- 21.5. The Board allows senior teams to be provided with one round of beer in plastic glasses and/or soft drinks in plastic packaging to be consumed in the changing room after the match.

- 21.6. The Board wants to prevent individuals from having more than the allowed blood alcohol content.``
 ``or participate in traffic under the influence of alcohol. Therefore, the provision of alcoholic beverages can be refused to individuals in the canteen.
- 21.7. No alcohol is served to leaders, trainers, and other guides of youth and senior teams while performing their club duties.
- 21.8. No alcohol is served to individuals under 18 years of age.
- 21.9. Bar staff are not allowed to drink alcohol during their shift.
- 21.10.No alcohol is served on Saturdays and Sundays before 12:00 PM.

Article 22 – Alcohol outside the canteen/adjacent terrace is not allowed

- 22.1. The KNVB strongly advises all clubs on so-called order measures during matches. This means that no alcoholic beverages (beer/wine etc.) may be consumed along the football fields. Alcoholic beverages may only be consumed in the canteen and (only in plastic packaging) on the adjacent terrace.
- 22.2. The Board strongly requests all members to adhere to this measure and also to address visitors, opponents, and other attendees on our premises who violate this prohibition.
- 22.3. If representatives of the KNVB do observe alcohol consumption outside the clubhouse, S.V. Hoofddorp can receive a substantial fine!

Article 23 – Performing canteen duties

- 23.1. Playing senior members and parents of youth members from Jo & Mo <8 to Jo & Mo <14 are obliged to perform canteen duties at the behest of the Board during the season for the optimal functioning of the canteen (bar and kitchen).
- 23.2. The canteen staffing coordinator periodically designates senior teams and youth teams to provide 2 to 4 players from a senior team or 2 to 4 parents of youth team members for canteen duties.
- 23.3. When designating players from senior teams, the match schedule of the Saturday seniors and Sunday seniors is taken into account.
- 23.4. When designating parents of youth teams, as much consideration as possible is given to the match schedule of the respective youth teams.
- 23.5. If senior members or parents of youth members fail to meet this obligation, the Board will impose sanctions on those involved:

Article 24- Smoking and drug policy

- The association aims to prevent the use of drugs and the like. Therefore, the following rules apply:
- Smoking is not allowed in the entire clubhouse and in the changing rooms.
- It is strictly forbidden to use or trade drugs on the association's premises.
- In the event of detection, the person in question will be removed from the premises immediately and the incident will be reported to the police

- The board is authorized to impose sanctions on the member in question in accordance with the statutory provisions.

Article 25- Expense allowances

Members who perform certain tasks or functions on behalf of the association can claim an expense allowance. This allowance is intended to cover the costs incurred for the association. The board determines the conditions under which and the extent to which the expense allowance is granted.

Article 26- Use of accommodation and facilities

The board determines the policy regarding the use of the accommodation and facilities. This policy includes, among other things, the allocation of playing fields, changing rooms, and other facilities. The board may set rules for this, which must be adhered to by the members.

Article 27- AED device present in our club building

For emergencies, an AED (Automated External Defibrillator) is available in the club building. The board ensures that there are always sufficient members who are trained to use the AED.

Article 28- Emergency plan

The association has an emergency plan. This plan describes the actions to be taken in case of emergencies, such as accidents or calamities. The board is responsible for the implementation and updating of the emergency plan.

Article 29- Officer of Duty

During activities and matches, there is always an Officer of Duty present. This person is the point of contact for members and visitors in case of incidents or emergencies. The Officer of Duty has the authority to take measures that are necessary for the orderly conduct of activities and matches.

Article 30 – Matches

The board, in consultation with the relevant committees, determines the policy regarding the organization of matches. This includes the scheduling of matches, the use of playing fields, and the appointment of officials.

Article 31- Participation of youth selection players in activities of football schools

Youth selection players may participate in activities organized by football schools. However, this participation should not interfere with the player's obligations towards the association. The board may set additional conditions for participation.

Article 32- External scouting of youth players by professional football organizations (B.V.O.'s)

The association allows external scouting of youth players by professional football organizations. The board ensures that this scouting is conducted in accordance with the rules and regulations of the association and the KNVB.

Article 33 – Sponsoring

The board is responsible for the sponsorship policy of the association. This policy includes the acquisition of sponsors and the agreements made with them. The board ensures that sponsorship agreements are in line with the objectives of the association.

Article 34- Guidelines in case of joy and sorrow

In case of personal events such as births, marriages, or deaths among members, the association may express its involvement. The board determines how this is done, taking into account the wishes of the members concerned.

Article 35- Amendment of the House Rules

Amendments to the House Rules can only be made by the General Assembly. Proposals for amendments must be submitted to the members in writing at least two weeks before the meeting.

Article 36- Final provisions

In all cases not provided for by the Statutes or the House Rules, the board decides. Against a decision of the board, an appeal can be made to the General Assembly.

Thus established in the General Spring Members' Meeting of S.V. Hoofddorp on December 6, 2021.

On behalf of the Board of the association,

Serge de Reus
Chairman

John Haakman
Secretary

Inge de Graaf
Vice-Chairman