



Slow Food®

SLOW FOOD CONVIVIUM PROTOCOL

Part 1 – Convivium Regulations

Article 1.

The convivium

The convivium is the Association's basic organizational structure within which members carry out the Association activities at the local level. The Slow Food protocol implements art. 19 of the Slow Food International Statute; therefore all members are classified as members of the Slow Food International Association, as well as members of a convivium. Each convivium must act according to the rules of the **Slow Food International Statute**.

Art. 23 defines the tasks of the convivium:

- a) promoting the Association's philosophy and finding new supporting members;
- b) developing the Terra Madre network and Food Communities within its local area;
- c) developing the organized presence of the Association;
- d) developing and promoting food education projects;
- e) developing and promoting projects to protect local food-producing communities;
- f) establishing relationships and collaborations with public bodies, protective consortia and producer associations, to help develop and raise awareness about food production;
- g) collaborating with other associations or entities for the protection of the environment and respect for nature, a necessary condition for the safeguarding of our gastronomic heritage, and for the defence and promotion of diverse forms of folk culture and local history;
- h) maintaining relationships with other communities;
- i) developing fundraising activities to support its own projects and the Association's projects at a regional, trans-regional, national and international level;
- j) constituting, where possible, an advisory committee formed of experts with the task of providing opinions and suggestions on the initiatives to be undertaken.

Slow Food does not require each convivium to be constituted as a legal entity. It is sufficient for the group of individuals interested in forming a convivium to recognize the Slow Food International Statute and its attachments and objectives of Slow Food by signing the present Protocol.

Article 2.

Founding a convivium

To establish a convivium a committee of at least five founding members must make a formal request to the International Board of Directors, that must then be authorized by Slow Food through confirmation on receipt of the attached Protocol. By signing the Protocol the convivium leader accepts the regulations and at the same time requests authorization to use the Slow Food logo for that area (location of convivium) under the authority of the convivium (see Section 3 of the Protocol).

The leader on behalf of the founding committee will apply for permission from Slow Food to form a convivium by:

- Completing the attached forms (Section 2 of the Protocol), indicating:
 - o the full name it wishes to give the convivium;
 - o the geographical area covered by the convivium and
 - o the names of the candidates for convivium leader and co-leader, where applicable, taken from the group of founding members.



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- All members of the founding committee must be paid, active members of Slow Food. Any non-member must join and pay the subscription fee when sending the application to establish the convivium. This can be done by providing a credit card number or check to Slow Food.

Establishment of a convivium is official only when Slow Food has provided its authorized signature, Slow Food must communicate its decision to the founding committee in writing within 30 days of receiving the application. The official founding date of the convivium will be the date indicated next to the signature of confirmation by Slow Food.

A convivium can be established and considered active when it has at least 20 registered and paid members and organizes at least three events per year, including the general meeting of convivium members. In the absence of these conditions a convivium will still be considered active if it is recognized as such by the International Board of Directors (Art. 22 of the International Slow Food Statute).

The convivium is Slow Food's basic organizational structure: given the open and non-exclusive character of Slow Food, the convivium must always try to recruit new members. Therefore there is no maximum limit to the number of members belonging to a convivium.

The convivium leader and committee have the authority to decide the number and type of activities organized by the convivium but are required to organize at least three events per year.

The International Board of Directors may, with just cause, dissolve a convivium, with a consequent immediate cessation of the use of the Slow Food logos and the possibility of using the Association's tools of identification.

Article 3.

The convivium committee

The International Slow Food Statute requires (Art. 24) the convivium leader to be assisted by a convivium committee. The convivium committee is elected by the convivium Congress, who will also determine its size. It holds office for four years and is presided over by the convivium Leader.

All members of the convivium committee must be paying members of Slow Food and must not allow their membership to expire. We suggest secretary and treasurer are nominated inside of the convivium committee. The treasurer is responsible for managing the members and convivium finances. He or she will keep the accounts and ensure that membership fees are paid to Slow Food in accordance with the terms stipulated in the regulations.

The convivium committee has the task of assisting the convivium Leader and it must be automatically consulted by the convivium Leader in regards to:

- a) planning of the convivium's activities;
- b) preparation of the annual report;
- c) convening the general meeting of the members on occasions when it appears necessary, at times which differ from what was decided in the annual report;
- d) preparation of the internal rules and regulations that best serve the running and administration of the convivium;
- e) coordination of administrative activities with directives and regulations set down by the International Executive Committee and the National Board of Directors, where existing; and
- f) evaluation of the proper use of the Slow Food logo in the convivium's area.

The convivium Committee also meets, in cases other than the ones stated above:

- a) whenever the convivium Leader deems it to be necessary or if a third of the Committee members make a request, with a minimum of two members; and
- b) additionally at least once a year to resolve the convivium's financial report



The convivium Committee is convened by the convivium Leader by a written or verbal communication, normally at least three days prior to the day planned for the meeting.

For resolutions to be valid there must be a majority of Committee members present. Resolutions are passed by a vote in favour from the majority of those present at the meeting. In the case of a tie the convivium Leader's vote will prevail.

Personal data of convivium Committee members (such as first and last name and contact information) will be disseminated on the Slow Food websites. Other data (address, membership number, etc.) will be processed and collected by Slow Food in accordance with regulations. Members have the right to request confirmation of the existence of their personal data and to verify the data that shall be made available. A member may also request information on the origin of his/her data; the terms and the purpose of the processing; the cancellation, transformation to anonymous form, or the blocking of the data if processed against the law; and the update, correction, or, if relevant, integration of the data. The member may refuse to authorize the processing of personal data for legitimate reasons. The data controller is Slow Food International Association.

Article 4.

The convivium Leader

The convivium Leader of a new convivium is nominated by the founding committee and later confirmed or substituted by the Congress of the convivium.

The convivium Leader represents the convivium and is responsible for the activities it carries out and for any kind of obligation towards third parties outside the Association. The convivium Leader represents the Association in the convivium's area and is responsible, in addition to what has been stated above, for the use of the Association logo according to the principles and means established in the present Statute and the Code of Use of the Slow Food Logos.

The tasks of the convivium Leader and the convivium Committee will be further specified by the national Statutes, where existing.

The convivium Leader additionally is responsible for:

- a) organizing the Association's local activities (at least three initiatives per year, including the general meeting of members) and encouraging Association membership
- b) representing the Association in its relationships with public entities, institutions, communication media and producers within the area for which he or she is responsible
- c) convening the general meeting of the members and the convivium Congress
- d) preparing the annual management report to be presented to the general meeting of members and provide for the keeping of the convivium's account and statutory books as well as the list of members
- e) promoting and implementing all the strategic initiatives which characterize the Association and are adopted by the international and national executive bodies and which may, in some cases, be binding and compulsory
- f) control the use of the Slow Food logo in the convivium's area including prompt notification of the International Executive Committee, or the National Board of Directors where existing, in the case of use deemed to be incorrect
- g) data processing in accordance with the European data protection rules (Reg.(UE) 679/2016) in order to execute collection and treatment of membership registration and other personal information, such as that specified in Article 8.

Article 5.

The general meeting of members



The general meeting of members of each individual convivium is made up of all those registered in the convivium who have paid the membership fee (Art. 27).

The general meeting is convened at least once a year for the approval of the convivium's financial report and program of activities. Each member must receive written notice containing the meeting's agenda at least seven days prior to the meeting. Electronic mail can be used. The meeting can be held at the same time as another planned event.

A general meeting can also be convened when at least one-third of the convivium members or the Association's higher level bodies make a request. The meeting resolves on the basis of a simple majority of those present.

If elections of the committee are not on the agenda, and if, during the meeting, the majority of members present do not request a vote, the convivium leader and other members of the committee shall be confirmed for their positions until the following year.

Article 6. The Convivium Congress

The Congress of the convivium must be convened according to the means fixed for the general meeting and must be held at least every four years (Art.24).

The congress, unlike the annual meeting, shall hold elections for the convivium leader and other members of the committee. The leader and other committee members can be reelected by the congress and thus obtain a second term of office until the next congress, provided that there are no requests for changes proposed by members during the annual meetings.

The convivium Leader's mandate lasts from one convivium election to the next. The convivium Leader can remain in office for up to three successive mandates, after which the convivium Congress must elect a new convivium Leader.

In the case of electing a new convivium leader, he/she will have to sign the current Protocol (see Section 3 of the Protocol) that requests the authorization to use the logo from Slow Food and to nominate the new convivium committee. If the congress agenda also involves discussion of the financial reports and program of activities, it will be acknowledged that the congress functions also as the annual meeting for the same year.

Article 7. Membership Management and Registration

The official database of Slow Food members worldwide is that kept at the Slow Food headquarters in Bra, Italy, and managed by the International Service Centre.

A percentage of the annual membership fee paid by its members will be due to each convivium, for every kind of membership and in every country in which the international Slow Food Association is active, under the terms and conditions stated in the **Slow Food Membership Regulations**.

Slow Food membership is valid for 12 months, from the month it is entered into the database at Slow Food headquarters. Membership expires at the end of the month of joining in the following year. If, for example, a member is entered into the database on November 15, 2020, the expiration date will be November 30, 2021. Since there may be inconsistencies between the expiration dates in convivium records and the Slow Food database, it is important to note that the official expiration date is always the



one recorded in the Slow Food database, which matches what is printed on the membership card. Each convivium should keep track of its own finances and its own bank account.

Slow Food will send one renewal letter to all members during the course of the year; it remains essential that the convivium remind members to renew membership and that renewal be regarded as a priority by the convivium committee. Each member will receive a new card with the updated expiration date from Slow Food each time he or she renews membership.

If a convivium wants to close or becomes inactive, or for other duly justifiable reasons, it will be the task of the International Board of Directors to decide on an alternative destination for the aforementioned percentage of the membership fee.

Article 8.

Members' Personal data

The personal data processed by the convivium include name, address, or other personal identification data (name, age, sex, date and place of birth, address, phone, fax or e-mail, social security number, family situation, profession, credit card number).

The allowed operations on the data are collection (including insertion on the web portal), consulting, printing, storage, and use for sending communications.

The convivium leader, appointed as Data Processor, has the power to identify and appoint in writing other persons in charge of the processing, i.e. natural persons who have been authorized by the data processor to carry out processing operations and who can assist in the activities listed above. In such an event, the convivium leader must communicate the names to Slow Food, transmitting copies of letters of appointment, so that Slow Food as Data Controller can grant the appropriate permissions on its information system.

The convivium leader, as Data Processor, and appointees are required, in particular, to follow the following provisions:

- Authentication credentials for the processing of personal data via Internet into the web portal of the membership registration must be kept with the greatest secrecy, in order to avoid disseminating them.
- Computers used for data processing must not be left unattended and accessible during a session of treatment.
- Acts and documents containing personal data must be kept and preserved for the entire cycle necessary for the performance of processing operations.

All the collected and processed personal data should not be disclosed to third parties except for the purposes strictly related to the convivium activities and membership management. It is strictly forbidden

- to use personal data to send commercial communications
- to disseminate personal data.



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Part 2 - Application Form to Establish a convivium

The following members of Slow Food apply to establish a Slow Food convivium (or nominate a new convivium Committee):

Convivium

its main objective being *(no more than 50 words)*

and agree to manage it according to the rules stipulated in the attached Protocol.

1) Name	Tel.
Email	Fax
Address	
City	State/Prov./County
Zip Code	Country
Membership card number	

2) Name	Tel.
Email	Fax
Address	
City	State/Prov./County
Zip Code	Country
Membership card number	

3) Name	Tel.
Email	Fax
Address	
City	State/Prov./County
Zip Code	Country
Membership card number	

4) Name	Tel.
Email	Fax
Address	
City	State/Prov./County
Zip Code	Country
Membership card number	

5) Name	Tel.
Email	Fax
Address	
City	State/Prov./County
Zip Code	Country
Membership card number	

IMPORTANT: Unless otherwise noted, the person at the top of the list will be considered both the convivium leader and treasurer. convivium committees may have more than five members. If any founding member has not yet joined Slow Food, he or she should register by attaching credit card information (number ad expiration date) and any further information (i.e., for couple membership) to this form.

Part 3 - Request for the Authorization of Logo and Personal Data Use



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Granted that

- 1). The symbol of the stylized snail and the name Slow Food is a registered trademark, and as such is subject to the laws of copyright and is protected by them. The Slow Food trademark cannot be used or reproduced without permission
- 2). Convivia can use the Slow Food trademark only for initiatives closely related to their association activities, organized for members and public, according to the **Code of Use for Slow Food Logos**
- 3). Convivia are authorized to use the Slow Food trademark as long as they specify the name of the convivium. The convivium may not use the trademark with the name of the national or regional association itself, or without a name
- 4). Authorization is granted by the International Board of Directors, only after having signed the foundation Protocol
- 5). An inactive convivium loses the right to use the Slow Food logo. Slow Food shall notify the convivium if it loses its status and, if after a certain period of time the convivium continues to not respect the minimum requirements, permission to use the logo may be revoked and arrangements made for the convivium to be closed down
- 6). Use of the name for personal or commercial reasons is strictly prohibited. The right to use the “Slow Food” name and logo is temporary. Authorization for this use may be revoked by Slow Food at any time and for any motive
- 7) The Personal Data Controller is Slow Food, which, jointly with another data controller, is the only body allowed to determine the purposes of, and methods and means for, processing personal data, including in security matters

The undersigned..... accepts the
 (convivium leader candidate)

regulations stipulated in the present Protocol and, as convivium leader acting on behalf of the convivium, requests authorization from Slow Food to use the Slow Food logo and trademark subject to the terms and conditions of the International Statute and the Code of Use for Slow Food Logos.

The undersigned declares moreover to have knowledge of the tasks entrusted to him/her, and agrees to take all measures necessary for the implementation of the standards for the protection of personal data in compliance with the applicable rules on treatment, including aspects relating to security.

.....
 Signature of the convivium leader candidate

.....
 Confirmation by Slow Food (signature)

.....
 Date of confirmation