

NISSPORT

RULES OF PROCEDURE

of Association NISSPORT - Nissan Europe Sport Association

Association: *subject to the Act of 1 July 1901 and the Decree of 16 August 1901*

PREAMBLE:

These Rules of Procedure are the rules of procedure of the following Association, subject to the Act of July 1, 1901 and the Decree of August 16, 1901:

NISSPORT - Nissan Europe Sport Association the object of which is as follows: Promoting sport at Nissan Automotive Europe SAS

It is intended to supplement the statutes of the Association and to fix the various unspecified points, in particular those relating to the internal administration of the Association.

These rules of procedure shall be transmitted to all members of the Association, as well as to each new member. It applies to all members, and is annexed to the statutes of the Association.

The provisions of these Rules of Procedure shall be interpreted in the light of the Association's Statutes. In case of ambiguity or contradiction, the statutes apply as a matter of priority to the internal rules.

TITLE I - MEMBERS OF THE ASSOCIATION

ARTICLE 1 - Membership of new members

The Association may at any time welcome new members.

The member fees depend on which sections you'll subscribe and it is opened to the employees of Nissan Automotive Europe & Nissan West, SAS (CDI, CDD and Interim contract) wishing to join it and to the service providers, subject to availability per sport. To become a member of the Association, each applicant must fill out a membership application form, dated and signed, specifying the commitment to respect the statutes and the rules of procedure. Membership is with each sports section manager. The list of sports proposed by NISSPORT is as detailed below:

- Climbing , Fitness, Gym Center, Soccer, Golf, Running & Tennis

The contact list for each section is available on the Nissport website (nissport.org).

The membership is limited to one sport (other than Bodybuilding or Fitness). Potential membership in a second sport is subject to availability of seats in other sports (decision to be taken by leaders of each section).

NISSPORT

Once the membership form has been sent to the Association, the member is required to pay the membership fee (see membership form by sport). An acknowledgment of receipt of the membership will be sent to the member, with a copy of these rules of procedure.

Any person, whether physical or moral, must accept in full and without any limitation the statutes of the Association, as well as these rules of procedure.

Documents to provide

In order to finalize the membership of the Association, each member should provide the following documents:

- Membership form by sport
- Medical Certificate mentioning the desired sport less than 3 years (*in case of multiple membership, one certificate per activity will be requested*)
- Rules of procedure signed
- Health Protocol signed
- Sanitary pass shown

ARTICLE 2 - Contribution

Membership in the Association

The membership of new members is subject to the payment of a contribution (by check, bank transfer, Paypal or via the Internet site), the amount of which will be fixed each year by the head of the sports section in agreement with Nissport association team. Like the other activities, the use of the gym room requires a prior adhesion and the delivery of all the related documents.

For the current financial year, the amount of the contribution is set in the membership form for each sport.

Any contribution paid to the Association is definitively forfeited

Exceptions:

- Diseases that include a stop for more than 3 months (12 weeks)
- COVID -19: if the government decides to stop sports for more than 3 months (12 weeks) in total, reimbursement will be a pro-rata except for Fitness because classes will be delivered online

NISSPORT

This fee will then have to be paid by the members each year, in order to reiterate their membership in the Association.

Each member will be reminded about the renewal of the membership every year by mail or email, granting a period of regularization. If, at the end of the period, the member has not regularized his / her membership fee, the membership in the association will automatically end.

Since the grants paid by the association are for Nissan Automotive Europe SAS employees, claimants must pay the actual individual costs (excluding the association's subsidy) at the time of accession. In the majority of sports, the distribution between the subsidy of the association and the members' contribution follows the 2/3 rule (the amount subsidized by the association) versus 1/3 (the amount represented by the member).

ARTICLE 3 - Rights and Duties of Members of the Association

Members may participate in all the meetings and activities offered by the sport(s) to which they have subscribed, subject to the limit of the number of places available (fixed by the Bureau and each sports manager). They may participate in the activities and projects of the Association. They undertake to respect the premises and equipment provided by the Association as appropriate.

It is forbidden to take equipment out of the gym center.

Members undertake not to cause moral or material harm to the Association and / or other members. They also undertake not to harm others by inappropriate statements or behavior.

ARTICLE 4 - Disciplinary Proceedings

Warning

The members of the Association are bound to respect the statutes and these rules of procedure, as well as the safety instructions given by the volunteers. Failing that, where circumstances require it, the Association may issue a warning against a member who does not respect the established rules, whose attitude is prejudicial to the Association, or who refuses to pay its contribution (list non-exhaustive).

Such warning shall be given by the Bureau of the Association after hearing the explanations of the Member against whom a warning procedure has been issued.

NISSPORT

Members who receive two warnings will be subject to an exclusion procedure for a provisional or final term as described below.

Exclusion from Association

In accordance with the statutes, a member of the Association may be excluded for the following reasons, this list not being exhaustive:

- non-payment of the fee;
- deterioration of equipment;
- dangerous and disrespectful behavior;
- derogatory comments against other members of the Association;
- behavior inconsistent with the ethics and values of the Association;
- non-compliance with the Association's statutes and by-laws;
- presenting a fake sanitary pass...

This exclusion will be pronounced by the Bureau, the Board of Directors or the general meeting after testimony of the member against whom exclusion proceedings are initiated.

In addition to the aforementioned cases, a member may be struck off the list by reasoned decision of the Bureau or the Board of Directors for serious and justified reasons. The member subject to the cancellation action shall be notified by registered letter with acknowledgment of receipt 15 days before the effective decision is taken to enable him to explain himself to the competent decision-making body. The removal order will be taken after hearing the member concerned.

Any aggression, disrespect, behavior or dishonorable communication may result in legal proceedings and immediate striking off.

The Bureau or the Board of Directors of the Association may decide, for the same reasons as those indicated above, to temporarily suspend a member rather than to exclude him or her from the membership. This decision implies for the member concerned the loss of his membership and his right to participate in the life of the Association throughout the period of suspension. If the suspended member was also vested with elective office, the suspension automatically resulted in the termination of his or her term of office.

ARTICLE 5 - Loss of membership in the Association

In cases other than those resulting from disciplinary sanctions as described above, the members of the Association shall also lose their membership in the event of death, disappearance or resignation.

NISSPORT

The resignation of a member of the Association is made by simple letter or email, the writing of which is free, addressed to the President of the Association. The resigning member is then removed from the list of members of the Association and is no longer liable for future contributions. No refund of contributions shall be due to the member who has resigned. The resigning member shall retain the possibility of renewing membership with the Association at any time.

In the event of death, the membership of the Association shall cease with the person. No person entitled to claim the reimbursement of all or part of the amount of the contribution.

TITLE II - ACTIVITIES AND PREMISES OF THE ASSOCIATION

ARTICLE 6 - Conduct of activities

The activities of the Association shall be conducted in accordance with the By-laws and these By-laws of the Association. Members of the Association, as well as its volunteers, are required to do so.

The activities take place under the responsibility of the coaches, who may in particular exclude or prohibit access to any member who does not respect the rules of behavior and safety in force in the Association.

Each member of the Association is required to subscribe to a personal insurance for the activities of the Association or to provide proof that a personal liability insurance covers it during sports activities.

Membership Commitments

Members are required to comply with the safety provisions of the Association in all circumstances and to comply with the instructions of the Association's volunteers. Failing this, the Association cannot be held liable. Members of the Association, as well as its volunteers, are required to do so.

The activities take place under the responsibility of the coaches, who may in particular exclude or prohibit access to any member who does not respect the rules of behavior and safety in force in the Association.

Each member of the Association is required to subscribe to a personal insurance for the activities of the Association or to provide proof that a personal liability insurance covers it during sports activities.

ARTICLE 7 - Premises

The members of the Association undertake to comply with the rules and practices of the premises used by the Association or made available to it, such as instructions for access and use of equipment, and to ensure good occupancy places. They undertake to have an appropriate outfit in the premises, which is adapted according to the activity carried out.

Smoking is prohibited on the premises of the Association, as well as the introduction of alcoholic beverages (except in exceptional circumstances in agreement with Nissan Europe SAS).

TITLE III - FUNCTIONING OF THE ASSOCIATION

ARTICLE 8 - Office of the Association

The Bureau of the Association shall be composed of:

- a Chairperson
- a Secretary-General (accompanied by an undersecretary)
- a treasurer
- 2 communication members

All functions of the members of the Association's Board are voluntary and cannot be accumulated.

The Office is responsible for the day-to-day running of the Association. It shall meet at the call of the President, as often as the interests of the Association require, and at least twice a year.

The member who, without excuse, has not attended more than three (3) consecutive meetings of the Bureau may be declared resigned by the President.

At the end of each meeting, a report is drawn up, which gives an account of all the points discussed and decisions taken.

President

The President represents the Association in all acts of civil life. He shall be vested with all powers to that end and may institute legal proceedings on behalf of the Association, both in application and defense, to order all expenses, to propose the transfer of the headquarters of the Association, convene the General Meetings and present the moral report.

The President shall be elected in the manner specified in the Association's by-laws. He may be assisted by one or more Vice-Presidents.

NISSPORT

The President of the Association is: Christelle LABATUT

General-Secretary & Vice-Secretary

A General-Secretary & Vice-Secretary is appointed by the members of the Association and acts on the delegation of the President by assuring the administration, organization and proper functioning of the Association. In particular, he is responsible for organizing the General Meetings and preparing the minutes and ensuring their transcription in the registers. He is in charge of all correspondence and archives.

He may be assisted by one or more deputy secretaries.

The Secretary General of the Association is: Pamela Molina

The Vice-secretary of the association is: Audrey Cuny

Treasurer

The Treasurer keeps the accounts of the Association, decides on current expenses and presents a financial report to each Ordinary General Assembly. He is in charge of the asset management and accounting of the Association. He keeps a regular account of all operations, and reports to the General Assembly which decides on the management. He makes all payments and receives all receipts.

In the exercise of his duties, the Treasurer may have a special mandate in order to carry out the necessary bank acts. He may be assisted by one or more assistant treasurers.

The Treasurer of the Association is: Federica Del Fiume

Communication activities

The people managing the communication activities will be in charge of promoting the association internally but also externally through SoMe

In charge of communication activities of the Association are: Martina Sekulova & Daria Bulanova

ARTICLE 9 - General Assembly

General Ordinary Assembly

The General Assembly, which brings together all the members of the Association, is convened every year (fiscal year by Nissan Europe Automotive SAS) by the President or Secretary General, by a simple mail addressed fifteen days in advance, which will define the agenda.

At the Ordinary General Meeting, members are presented:

- moral report of the Association, given by the President;
- report of the Association, submitted by the Secretary General;
- financial report of the Association including the management report and the annual accounts, submitted by the Treasurer;
- any other documents that the Bureau deems necessary to send to the members of the Association for the preparation of the General Assembly.

The Ordinary General Meeting is responsible for:

- approving the financial report;
- defining the amount of the annual dues and the entry fee to be paid by the different categories of members;
- renewing the members of the Board of Directors if it is established;
- voting the items on the agenda.

The voting of the Ordinary General Meeting shall be done by lifting a hand, with the exception of those relating to the election of the Board of Directors if it is decided to institute one, by secret ballot.

The decisions of the Ordinary General Assembly are binding on all members of the Association.

Extraordinary general meeting

Any decision relating to the amendment of the articles of association, its dissolution, amalgamation or affiliation with an Association pursuing a similar objective, and the disposition or acquisition of the property of the Association, may be taken only by the Association, Extraordinary General Meeting, convened by the Chairman, the Board of Directors, if any, or at the request of 50% of the registered members.

The votes of the Extraordinary General Meeting are recorded on minutes containing the summary of the debates, the text of the deliberations and the result of the votes. They shall be drawn up by the Secretary and signed by the President and shall be transcribed in chronological order on the register of deliberations of the Association.

TITLE IV - MISCELLANEOUS PROVISIONS

ARTICLE 10 - Deontology and life skills

All activities of the Association must be carried out in a spirit of openness, volunteerism, tolerance and respect. Any behavior contrary to the ethics and values of the Association may be subject to prosecution.

In addition, no mention should be made of religion, politics or discrimination of any kind. The members undertake to remain moderate, conscientious, calm and neutral on the political, philosophical or religious level, and not to mention their preferences, beliefs and ideals.

ARTICLE 11 - Confidentiality

The list of all members of the Association is strictly confidential. Any member of the Association undertakes not to disclose to others the personal details and personal information of the other members of the Association, which he has known through his membership of the Association.

The Association also undertakes to respect the charter of the French National Commission for Information Technology and Liberties (CNIL). The file of members of the Association may not be communicated to any foreign person or company on request. This file, including the information gathered from the members necessary for membership in the Association, may give rise to the exercise of the right of access and rectification of data by each member according to the provisions of Law 78 -17 of 6 January 1978 relating to data processing, files and freedoms.

ARTICLE 12 - Adoption, modification and publicity of the rules of procedure

These rules of procedure shall be drawn up in accordance with the statutes of the Association and shall be ratified by the ordinary general meeting of the Association.

On the proposal of the members of the Association, the Bureau or the Board of Directors of the Association, it may be amended at the annual ordinary general meeting after ratification in accordance with the terms and conditions set out in the articles of association of the Association, Association. Once amended, a copy of these Rules of Procedure will be sent to all members within thirty (30) days of the amendment. These Rules of Procedure are readily modifiable, provided that the modifications do not alter or call into question the founding principles as well as the rules issued in the statutes of the Association.

TITLE V – OTHERS RULES

For the Gym center & Fitness classes: sneakers must be cleaned & only used for interiors.

It is forbidden to let enter your colleagues with your own badge. Each member must enter with its own badge.

Locker rooms (men & women) must be cleaned every day. Nothing can be left inside (lockers must be empty at the end of each day).

Opening hours of the Gym Center are the same as the opening hours of Nissan Europe.

Each problem linked to the material inside the Gym Center should be reported back to the responsible of the section or to Nissport team.

These rules of procedure shall be addressed to all the members of the Association, as well as to all new members. A copy will be displayed at the premises of the Association.

Done at Montigny le Bretonneux, on (date):.....