

SAGI INTERNAL RULES



SECTION 1: PREAMBLE	3
1.1. PURPOSE	
1.2. LIVING DOCUMENT	
SECTION 2: NAME	3
2.1. OFFICIAL NAME	
SECTION 3: MISSION AND OBJECTIVE	3
SECTION 4: OFFICERS	4
SECTION 5: GENERAL ASSEMBLY	4
SECTION 6: REGULAR BUREAU/BOARD MEETING	4
SECTION 7: EXTRAORDINARY BUREAU MEETING	4
SECTION 8: MEMBERSHIP	5
SECTION 9: MATRICULATION	5
SECTION 10: NEW MEMBER REGISTRATION	5
SECTION 11: LIST UPDATE	6
11.1. ADDITION OF INDIVIDUALS WITHIN MEMBER ASSOCIATIONS	
11.2. WITHDRAWAL	
11.3. NAME CORRECTION	
11.4. TRANSFER	
11.5. CONTACTS	
SECTION 12: RETURNING MEMBER / ASSOCIATION	7

SAGI INTERNAL RULES



SECTION 13: FRAUD	7
13.1. DEFINITION OF FRAUD	
13.2. SANCTIONS	
SECTION 14: SAGI MEMBERSHIP IDENTIFICATION	8
SECTION 15: LITIGATION	8
15.1. EXCLUSIVE FORUM PROVISION	
15.2. CLAIMS	
15.3. ATTORNEY FEES	
SECTION 16: IN CASE OF DEATH OF A SAGI MEMBER	9
16.1. DEATH ANNOUNCEMENT	
16.2. DEATH OCCURRED IN THE UNITED STATES	
16.3. DEATH OCCURRED OUT OF UNITED STATES	
16.4. ADMINISTRATIVE FORMALITIES	
SECTION 17: CONTRIBUTIONS	11
17.1. WHO SHOULD CONTRIBUTE?	
17.2. CONTRIBUTION AMOUNT	
17.3. CONTRIBUTION DUE DATE	
17.4. NOT ELIGIBLE FOR CONTRIBUTIONS	
17.5. CONTRIBUTION MODE	
17.6. CONTRIBUTION FORMALITIES	
17.7. SAGI TESTIMONY	
SECTION 18: DISBURSEMENT	14
SECTION 19: PENALTIES	15
SECTION 20: SAGI FEES	15
20.1. ADMINISTRATION FEES	
20.2. MATRICULATION FEES	
SECTION 21: AMENDMENTS TO THE INTERNAL RULES & REGULATIONS	15

SAGI INTERNAL RULES



SECTION 1: PREAMBLE

1.1. PURPOSE OF INTERNAL RULES & REGULATIONS

The Internal Rules & Regulations are established to ensure the efficient operation and proper functioning of the organization. These rules provide comprehensive guidelines for upholding the organization's vision, fostering a strong and supportive relationship between the bureau/board and delegates, resolving ambiguities, streamlining daily activities, and enhancing the management capabilities of the bureau/board. These Internal Rules & Regulations shall effectively serve as the Bylaws of this organization.

1.2. LIVING DOCUMENT

These Internal Rules & Regulations are intended to function as a living document for the organization's officers, presidents of associations, and delegates. This document sets forth a series of rules to which every association/member must adhere. The Internal Rules & Regulations shall be made accessible to every SAGI association/member of the organization via the official website or through electronic mail.

SECTION 2: NAME

2.1. OFFICIAL NAME

The official designation of the organization is Active Solidarity Ltd. The French translation of Active Solidarity is Solidarité Agissante (SAGI). Active Solidarity, Ltd. Member Associations collectively refer to the organization as "SAGI."

SECTION 3: MISSION AND OBJECTIVE

SAGI's mission is to establish a network for individuals residing in the United States of America ("US"), with the purpose of providing financial assistance to families within the community facing the burden of a loved one's passing.

SAGI's objectives encompass:

- The creation of an electronic database comprising associations organized within the US.

SAGI INTERNAL RULES



- The dissemination of information to all member associations, through their respective presidents and delegates, in the event of the death of an individual member of a member association.
- The facilitation of repatriation or burial services for individuals who pass away while affiliated with SAGI member associations.
- The collection of contributions (donations) from each SAGI member association.
- The transfer of collected contributions to the designated funeral home, and to the beneficiary if a balance remains after administrative costs have been deducted.

SECTION 4: OFFICERS

SAGI's Bureau/Board of Directors shall comprise a President, Vice President(s), Secretary-General(s), a Treasurer, and an Auditor. The Bureau/Board may designate additional officers. Officers whose authority and duties are not explicitly defined in the Bylaws shall exercise such authority and perform such duties as prescribed, from time to time, by the Board of Directors. All officers of the SAGI Bureau are co-opted by the Founding Members of SAGI and subsequently approved by the Bureau/Board of Directors.

SECTION 5: GENERAL ASSEMBLY

The General Assembly shall convene upon summons by the SAGI Bureau/Board of Directors. The SAGI Bureau/Board of Directors shall determine the location and time of the General Assembly. Presidents and delegates from each association are required to participate in the General Assembly.

SECTION 6: REGULAR BUREAU/BOARD MEETING

The SAGI Bureau/Board shall convene at least three (3) times annually for periodic review, ensuring the organization operates in alignment with SAGI's mission and objectives. In instances of emergency, the President shall call a meeting.

SECTION 7: EXTRAORDINARY BUREAU MEETING

The SAGI Bureau/Board shall convene within 48 hours following the announcement of the death of an individual affiliated with a SAGI member-association to:

- Officially announce the death of the individual.
- Verify and transmit all requisite documentation to validate the death.
- Prepare and dispatch the contribution table for the collection of funds from member associations.

SAGI INTERNAL RULES



SECTION 8: MEMBERSHIP

Membership in SAGI is gratuitous and voluntary; however, only associations are eligible for SAGI membership. Any association becoming a SAGI member must formally agree to adhere to SAGI's Internal Rules and Regulations. Individual SAGI association members should consist of groups of individuals residing in the US. Member associations will receive contribution assistance in the event of the death of individuals belonging to their respective member association, provided they maintain good standing, which includes the payment of administration and/or matriculation fees, among other stipulated requirements. SAGI accepts as members only associations or groups with a minimum of ten (10) individuals; no association shall fall below five (5) individuals in its membership at any time. The individuals are members of the member associations of SAGI. Individuals possess no standing to assert claims or raise issues with SAGI (including, but not limited to, claims concerning the organization's operations and the management of SAGI funds). Only SAGI member associations in good standing may present such demands to SAGI. A SAGI membership is deemed "active" upon the assignment and publication of a SAGI matriculation number via email. SAGI reserves the discretion to accept or decline an association's membership to SAGI; however, individuals may become members of SAGI Member Associations at the Association's discretion. Any association member may voluntarily withdraw from SAGI by submitting a formal letter or email to the SAGI Bureau/Board. SAGI retains the authority to terminate the membership of any member or association whose conduct is deemed disruptive or destabilizing to the organization. SAGI members with a 10-year membership may retain their membership globally. However, they will be required to furnish proof of US citizenship or permanent residency if residing overseas. Should such a member pass away in their country of origin, the contribution shall amount to \$10,000.

SECTION 9: MATRICULATION

Matriculation numbers are assigned and published at least ninety (90) days following the receipt of a new registration. No member association may possess two matriculation numbers. It is the responsibility of each president/delegate of each association to ensure that their member association is not registered more than once. Any member who was previously a SAGI member may be reinstated upon payment of all missed contributions, in addition to a return fee, and the observance of a waiting period of ninety (90) days after SAGI's receipt of the return fee payment. Names and dates of birth of individuals belonging to SAGI member associations must be provided precisely as they appear on official documents and without abbreviations. Name changes of deceased individuals will not be accepted after the death announcement.

SECTION 10: NEW MEMBER REGISTRATION

Requests for new member registration may be submitted at any time. SAGI exclusively accepts

SAGI INTERNAL RULES



associations or groups with a minimum of twenty (20) individuals as members. Each association's primary delegate is responsible for registering the individual members of their association through their designated dashboard on the SAGI web application, www.mySagi.org. A waiting period of at least ninety (90) days shall apply after receiving a new registration.

SECTION 11: LIST UPDATE

All update requests (addition, withdrawal, or transfer) must be executed within the association/delegate dashboard of the SAGI web application, www.mySagi.org. All name corrections, name changes, and contact information updates are processed by submitting Forms S4 and S6, which are available for download from the SAGI website, www.mySagi.org. A new email must be utilized for submitting forms; failure to do so may result in delays in processing your request – replies should NOT be used to submit your form. Associations are strongly encouraged to maintain their lists as current as possible. SAGI will not accept any name correction or name change for a deceased member subsequent to their death.

11.1. ADDITION OF INDIVIDUALS WITHIN MEMBER ASSOCIATIONS

All requests for the addition of individuals belonging to SAGI member associations must be performed directly on the association/delegate dashboard of the SAGI web application, www.mySagi.org. Names and dates of birth used for registering individual members must correspond precisely to their official documents (ID, passport, etc.). A waiting period of at least ninety (90) days shall apply after registering each individual member. Individuals added to SAGI member associations must remit their Administration and Matriculation fees within fifteen (15) days of receiving the invoice.

11.2. WITHDRAWAL

All requests for the withdrawal of individual members from SAGI association members must be performed by the delegate of the association directly on the association/delegate dashboard of the SAGI web application, www.mySagi.org. Upon submission of a withdrawal recommendation by the delegate, all individuals recommended for removal will be removed by the time the subsequent contribution table is generated. No withdrawal within the contribution period shall impact the contribution. The cutoff date for new contributions is established between the 5th and 8th of each month.

11.3. NAME CORRECTION

All requests for name corrections must be submitted using Form S4 – SAGI Name Correction. Name

SAGI INTERNAL RULES



corrections are intended for minor errors such as typos. If an individual member's name has changed due to: Divorce: A copy of the divorce decree must be provided. Marriage: A copy of the marriage certificate must be provided. Court Order Name Change: A copy of a court-issued document must be provided.

11.4. TRANSFER

The transfer of individual members necessitates that the delegates of the associations involved in the transfer recommend the transfer of the same member directly from the association/delegates dashboard of the SAGI web application, www.mySagi.org. Without the recommendation for transfer of the same member from both delegates, the transfer cannot proceed; however, delegates must respond to all transfer requests within two weeks, failing which the SAGI bureau reserves the right to initiate the transfer.

11.5. CONTACTS

All requests for contact updates must be submitted using Form S6 - SAGI Contacts. When completing the contact form, the email and phone number of each delegate must be provided.

SECTION 12: RETURNING MEMBER / ASSOCIATION

Any association that voluntarily withdrew from SAGI may return upon the issuance of a new SAGI matriculation number. The returning member/association must remit the missed contribution(s), in addition to the returning fee, and observe a waiting period of ninety (90) days after SAGI's receipt of the return fee payment. Any individual who voluntarily left a SAGI member association may rejoin based on the rules and regulations of their local member association but is precluded from retaining the previously used SAGI matriculation number.

SECTION 13: FRAUD

13.1. WHAT IS FRAUD

Fraud is defined as: A member possessing a SAGI matriculation number but not residing in the United States. Any falsified document. Any false statement.

SAGI INTERNAL RULES



13.2. SANCTIONS

Where an offense is believed to have been committed, the SAGI Bureau/Board may consider administering a caution or a penalty. The decision to offer a penalty will be based on individual circumstances. If the offense is intended to disrupt or destabilize the organization, the offender's membership will be terminated. If fraud is detected, the individual and/or member association who committed the offense will be excluded from SAGI.

SECTION 14: SAGI MEMBERSHIP IDENTIFICATION

Where they exist, all SAGI ID cards remain the exclusive property of SAGI and may not, under any circumstances, be utilized outside the purview of SAGI. The use of names and matriculation numbers, as well as emails and phone numbers obtained from SAGI, for political or economic purposes, is expressly prohibited.

SECTION 15: LITIGATION

15.1. EXCLUSIVE FORUM PROVISION

The principal place of business for SAGI is situated in Montgomery County, Maryland. Unless SAGI provides written consent for the selection of an alternative forum, the sole and exclusive forum for (i) any derivative action or proceeding initiated on behalf of SAGI, (ii) any action asserting a claim of breach of fiduciary duty owed by any director or officer of SAGI to the Organization or the Organization's members (which are exclusively associations), (iii) any action asserting a claim against SAGI or any director or officer of SAGI arising pursuant to any provision of Maryland Law or the Certificate of Incorporation or these Bylaws (as each may be amended from time to time), or (iv) any action asserting a claim against SAGI or any director or officer of SAGI governed by the internal affairs doctrine, shall be the Circuit Court for Montgomery County (or, if the Circuit Court for Montgomery County lacks subject matter jurisdiction, the federal district court for the District of Maryland).

15.2. CLAIMS

SAGI INTERNAL RULES



Only member associations possess the right to an accounting and to challenge in court or through the general assembly the operation of the organization, including the management of funds. Individuals belonging to associations that are members of SAGI do not possess the right to an accounting and cannot challenge in court or otherwise the operation of the organization, including the management of its funds and the conduct of its officers. SAGI employees are indemnified by SAGI for work performed on SAGI's behalf.

15.3. ATTORNEY FEES

In any litigation, arbitration, or other proceedings in which SAGI is the prevailing party, SAGI shall be entitled to recover from the non-prevailing party its reasonable attorneys' fees incurred.

SECTION 16: IN CASE OF DEATH OF A SAGI MEMBER

16.1. DEATH ANNOUNCEMENT

Any death must be reported via email to the SAGI bureau within seven (7) days from the date of death for the family to receive the full highest contribution amount; subsequent to this period, the death will be contributed at a reduced rate: \$5,000 if reported between 8 and 30 days, and \$2,000 if announced between 30 and 45 days. If the death is reported after 45 days from the date of occurrence the contribution will not exceed \$1000..

NB. No documentation is required when initially reporting a death to SAGI. To preserve the privacy of the deceased, associations and families are encouraged, but not mandated, to redact the cause of death, typically noted on the death certificate, prior to submitting it to SAGI.

16.2. DEATH THAT OCCURRED IN THE UNITED STATES

The following documents are required for a death occurring within the US:

- Death certificate (Cause of death may be redacted)
- SAGI Matriculation Number
- Picture of the deceased

SAGI INTERNAL RULES



-
- Government Picture ID
 - Funeral Home invoice
 - Evidence that the member association is in good standing with SAGI (i.e., no outstanding unpaid invoices)

16.3. DEATH THAT OCCURRED ANYWHERE OUT OF THE US.

A death occurring anywhere outside of the US, as defined in this section, refers to the death of an individual SAGI member who is either a US citizen or Legal Permanent Resident (as defined by the US Nationality Laws in force) who passed away while visiting any other country with no intention of permanent residency, provided that the individual entered the country after May 1st, 2024, and the death occurred within 180 days of the individual's entry into that country.

- The deceased was a SAGI member (possessing a SAGI Matriculation issued and published per the general bylaws establishing membership) at the commencement of his/her visit.
- The association is in good standing.
- The following documentation shall be required as part of the necessary documents when a member passes away anywhere outside of the US:
- Certified copy of the death certificate by the Ministry of External Relations of the country where the death occurred.
- Proof that the death has been reported to the Social Security Administration (The American Citizen Services in the consular section of the embassy is where the "Consular Report of Death" is obtained).
- A copy of the deceased's green card and Passport or US passport, including the VISA page demonstrating that the trip to the country of death commenced on or after May 1st, 2024.
- A copy of the deceased's trip ticket(s) showing that the trip to the country of death commenced on or after May 1st, 2024.

16.4. ADMINISTRATIVE FORMALITIES

SAGI does not undertake paperwork related to deaths. This responsibility rests with the family concerned with the death. Therefore, SAGI does not retain any documents pertaining to deaths or individual families. SAGI maintains no such records.

SAGI INTERNAL RULES



SECTION 17: CONTRIBUTIONS

17.1. WHO SHOULD CONTRIBUTE?

All active member associations are required to participate in ongoing contributions, even if the death of the individual occurred prior to their member matriculation.

17.2. CONTRIBUTION AMOUNT

The contribution amount is contingent upon the duration of the member's active SAGI membership, the location where the death occurred, and the timeliness of reporting the death to SAGI after its occurrence, as stipulated in the table below.

The member passes away in the US or outside his/her country of origin.

	The Individual passed away during the waiting period	Active Membership Of less than 180 days	At least 180 days but less than 360 days	Membership of 361 days and more
Death was reported to SAGI Within 7 days	No Contribution ▾	\$2000 ▾	\$5000 ▾	\$20,000
Death was reported to SAGI after more than 8 days and less than 30 days.	No Contribution ▾	\$2000 ▾	\$5000 ▾	\$5,000
Death was reported to SAGI between 30 and 45 days after the death occurred.	No Contribution ▾	\$2000 ▾	\$2000 ▾	\$2000
Death reported to SAGI After 45 days.	No Contribution ▾	\$1000 ▾	\$1000 ▾	\$1000

The member possesses a US passport or a US green card and passes away within 180 days of being in

SAGI INTERNAL RULES



his/her country of origin.

	The Individual passed away during the waiting period	Active Membership Of less than 180 days	At least 180 days but less than 360 days	Membership of 360 days and more
Death was reported to SAGI Within 7 days	No Contribution ▾	\$2000 ▾	\$5000 ▾	\$10,000
Death was reported between 8 and 30 days	No Contribution ▾	\$2000 ▾	\$5000 ▾	\$5,000
Death was reported between 31 and 45 days	No Contribution ▾	\$2000 ▾	\$2000 ▾	\$2000
Death reported to SAGI After 45 days.	No Contribution ▾	\$1000 ▾	\$1000 ▾	\$1000

The member possesses a US passport or a US green card and passes away after being in his/her country of origin for more than 180 days.

	The Individual passed away during the waiting period	Active Membership of less than 10 years	10-Year or more of continued active membership
Death was reported to SAGI Within 7 days	No Contribution	\$1000	\$10,000
Death was reported between 8 and 30 days	No Contribution	\$1000	\$5,000
Death was reported between 31 and 45 days	No Contribution	\$1000	\$2,000
Death reported to SAGI After 45 days.	No Contribution	\$1000	\$1,000

SAGI INTERNAL RULES



The member does not possess a US passport or does not possess a US green card and passes away out of the USA.

	The Individual passed away during the waiting period	Active Membership of less than 10 years	10-Year or more of continued active membership
Death was reported to SAGI Within 7 days	No Contribution	\$1000	\$2,000
Death was reported after 7 days	No Contribution	\$1000	\$1,000

The contribution amount is apportioned among all active members in member associations, and each association's contribution is determined by the total number of individuals belonging to that association. The amount of the contribution may not be altered after the contribution table has been disseminated.

17.3. CONTRIBUTION DUE DATE

The due date for contributions is posted on the contribution table issued by the SAGI Bureau/Board.

Associations are strongly advised to make their contributions promptly upon the publication of the contribution list, without deferring until the deadline. The official announcement of death is made only after the SAGI Bureau/Board receives the requisite documents as outlined above.

17.4. NOT ELIGIBLE FOR CONTRIBUTIONS

Should these internal rules not be adhered to and respected, contributions will be significantly reduced, and in the following instances, they will be denied:

- The individual died within the waiting period before a matriculation number could be assigned.
- The association is NOT IN GOOD STANDING due to non-contribution.
- The association is NOT IN GOOD STANDING due to non-payment of any SAGI fees, the contribution will be organized only after the association remits a penalty of \$2000 and all outstanding payments.
- The name on the individual's death certificate differs from the name recorded in SAGI's database.
- The individual passed away outside of the USA after commencing his or her visit before May 1st, 2024.

SAGI INTERNAL RULES



f. The individual passed away outside of the USA and does not possess a US green card, a US Passport, or any other US document authorizing permanent residency in the USA.

g. The body was donated for research.

17.5. CONTRIBUTIONS MODE

Contributions may be made through any of the following methods:

- Bank deposit/transfer into one of SAGI's bank accounts, details of which are provided with the contribution list.
- Online application using SAGI's email: info@sagiusa.org and name: Active Solidarity Ltd.

17.6. CONTRIBUTION FORMALITIES

Bank deposits must precisely match the amount specified on the contribution list. Attention to cents is crucial, as this corresponds to the association bank code. The deposit receipt must be transmitted via email subsequent to any deposit into SAGI accounts.

17.7. SAGI Testimony

Each bereaved family anticipating a contribution from SAGI must permit SAGI or its representatives to deliver a brief testimony during any Farewell ceremony organized for the deceased member; failure to comply will result in a deduction of \$2,000 from their contribution.

SAGI INTERNAL RULES



SECTION 18. DISBURSEMENT

SAGI shall disburse the amount specified in section 17.2 above to assist in the repatriation or burial of the remains of a deceased member(s). This amount is directly paid to the funeral home and to the beneficiary when a balance remains. The payment of the funeral home's invoice is executed through one of the following methods:

- Transfer of funds into the bank account of the Funeral Home.
 - Direct payment to the funeral home by check or cashier's check.
- When a remaining balance exists, a check for the corresponding amount is issued to the beneficiary. The president or delegate of the association to which the deceased individual belongs is responsible for providing the name and mailing address of the beneficiary. Under no circumstances shall the funds be provided to the beneficiary in the form of cash.

SECTION 19: PENALTIES

All returning members must remit a returning fee penalty of \$150.00 in addition to any missed contributions. Any association that fails to honor its contribution (donation) by the due date will incur a late fee of \$100.00. Any association that fails to pay its contribution (including late fees) within 24 hours after the due date will be excluded from the subsequent contribution and may face expulsion from SAGI. If an association is NOT IN GOOD STANDING for non payment of any SAGI fees, and loses a member, the contribution will be organized only after the association remits a penalty of \$2000 and all outstanding payments.

SECTION 20: SAGI FEES

20.1. ADMINISTRATION FEES

Every individual belonging to a SAGI member association must pay an administration fee equivalent to \$1.00 per month, totaling \$12.00 per year, due once annually on January 25th. Funds collected are to be allocated exclusively toward administrative expenses. The category of administrative expenses includes funds to support daily operations, legal fees, and to assist members of the SAGI Bureau/Board, among other items. The Administration fee is non-refundable.

20.2. MATRICULATION FEES

Every new individual must make a one-time payment of \$20.00 as a matriculation fee, due after the assignment of a matriculation number. The Matriculation fee is non-refundable.

SECTION 21: AMENDMENTS TO THE INTERNAL RULES & REGULATIONS.

SAGI INTERNAL RULES



SAGI Internal Rules & Regulations may be amended and modified by a majority vote of the Bureau/Board. Any alterations pertaining to the Internal Rules & Regulations of SAGI necessitate an amendment. The Internal Rules & Regulations are established by the members of the SAGI Bureau/Board. Any amendment to the Internal Rules & Regulations must be approved by a majority of the Bureau/Board of Directors. SAGI Internal Rules & Regulations shall be transmitted to all presidents and delegates of associations via email.