

HOUSE RULES PILATES PROFESSIONALS OF THE NETHERLANDS

- **TABLE OF CONTENTS**
- **ARTICLE 1. Name**
- **ARTICLE 2. Governance**
- **ARTICLE 3. Membership**
 - 3.1 Membership
 - 3.2 Categories of membership
 - 3.3 General
- **ARTICLE 4. General meeting of members**
- **ARTICLE 5. Annual contribution**
- **ARTICLE 6. Admission requirements**
- **ARTICLE 7. Further training**
- **ARTICLE 8. Complaints advice**
- **ARTICLE 9. Appeals Committee**
- **ARTICLE 10. Logo or image mark**
- **ARTICLE 11. Digital newsletter**
- **ARTICLE 12. Help and Information in case of unforeseen situations**
- **ARTICLE 13. Amendment of the internal regulations**

ARTICLE 1. NAME

If the text refers to the PPN, this refers to the Pilates Professionals of the Netherlands.

ARTICLE 2. GOVERNANCE

2.1 The board meets as often as necessary, at least four times a year.

2.2 Board decisions are taken by a simple majority of votes by the board members present. These decisions can only be taken if at least half of the total number of board members are present.

ARTICLE 3. MEMBERSHIP

3.1 Membership

3.1.1 To qualify for membership, Pilates teachers must have completed a training and be certified by an education center offering a full comprehensive training. The training consists of a minimum of 550 contact hours and/or a mat training of at least 100 hours or a Reformer training of at least 150 hours. The comprehensive/full certified/all-round training must provide a strong working knowledge of at least 4 original Pilates equipment (Reformer, Cadillac/Trapezetable, Wunda chair, Ped-o-pull, and Barrels) and complete knowledge of all mat exercises.

That means:

- a)** Have a certification from a national or international training institute recognized by the PPN. Or:
- b)** Have an international comprehensive certificate of at least 550 contact hours, a mat certificate of at least 100 hours or a Reformer certificate of at least 150 hours, which is not (yet) recognized by PPN.

Teachers mentioned under **a)** can register as a member immediately after submitting the application for membership.

Teachers mentioned under **b)** can apply for membership. This application will be assessed by the board for quality as described in the articles of association article 3.2.

All teachers must submit copies of diplomas, certificates, etc. related to the practice of the profession of Pilates teacher with their application.

3.1.2 Each member must show a willingness to continue to develop themselves in the field of Pilates.

3.1.3 Each member is expected to complete further training during the period indicated by the PPN of 6 course/training hours per calendar year, or 12 hours per 2 years.

3.1.4 These rules can only be deviated from in exceptional cases to be ratified by the board or education committee.

3.2 Categories of membership

3.2.1 Teacher membership

To qualify for Pilates teacher membership, one must meet the admission requirements stated in article 3.1 of the House Rules and article 3 of the PPN statutes. Teacher members are members, have voting rights, and have access to the general members' meeting. They are entitled to one vote there. The end of membership (see article 4 in the PPN statutes).

And as a teacher member you get:

- View event calendar
- Mentioned on the website as a teacher (possibility to mention e-mail (no website))
- Access to the job board
- Discount for PPN convention
- Invitation to the meet & greet 'drinks' after the annual members' meeting
- Access to documents applicable for teachers
- Possibility of obtaining legal support and collective insurance
- Ability to use the PPN-logo (member of PPN) according to the PPN standard

3.2.2 Studio Owner Membership

To qualify for the studio owner membership, one must meet the admission requirements mentioned under article 3.1 of the House Rules and article 3 of the PPN statutes. The mat requirements apply to a mat studio, the comprehensive requirements to an all-round studio and the reformer requirements to a reformer studio. Studio owner members are members, have voting rights, and have access to the general members' meeting. They are entitled to one vote there. The end of membership; see Article 4 in the PPN Statutes.

And as a studio owner member you get:

- View the event calendar
- Listing on website as studio owner
- Listing of studio website on the PPN-directory
- Discount for PPN convention
- Invitation to the meet & greet 'drinks' after the annual members' meeting
- Access to documents applicable for teachers and studio owners. (everything about running a studio)
- The possibility to submit for vacancies for placement on the job board
- The possibility to mention workshops/presenters in the Pilates or movement field that are hosted in their studio max 2x per year
- The possibility of using the PPN-logo (member of PPN) after certification according to PPN standard
- Possibility of obtaining legal support and collective insurance

3.2.3 Educator/Education Centre membership

To qualify for the Pilates Educator/Education Center membership, one must meet the admission requirements mentioned under article 3.1 of the House Rules and article 3 of the PPN statutes. Educator members are members, have the right to vote, and have access to the general members' meeting. They are entitled to one vote there. The end of membership (see Article 4 in the PPN Statutes).

And as an Educator/Education Center member you get:

- View the event calendar
- Mentioned on website as an Educator/Education Center with website. (Under the conditions of the PPN standard mentioned in article 3 of house rules)
- Possibility to inspect the job board
- Discount for the PPN-convention
- Invitation to the meet & greet 'drinks' after the annual members' meeting
- Access to documents applicable for teachers and studio owners (Everything related to running a studio)
- The possibility to submit for vacancies for placement on the job board
- The possibility of mentioning workshops/presenters in the Pilates or movement field that are hosted in their studio every quarter. PPN decides what to post
- The possibility of using the PPN-logo (member of PPN) after certification according to PPN standard
- Offer the possibility to give a one-time discount to their students if the PPN makes it available for special events and/or promotions. By using their unique training provider code for the duration of their training with this training provider
- Listing on the PPN-directory as an Educator/Education Center
- Possibility of obtaining legal support and collective insurance

3.2.4 Aspirant membership

To qualify for Aspirant membership, one must either:

- a) Be enrolled in a training course recognised by PPN. In order to then qualify for full membership, one must complete the training and submit an application for full membership, including a copy of the relevant diploma.

OR:

- b) Have completed a training programme that is not (yet) recognised by PPN. IN this case, the applicant may apply for Aspirant Membership, and the training will be assessed according to PPN's recognition criteria.

Comprehensive: Aspirant membership may be held for a maximum period of **3 years from the commencement of the education**. Full membership can be acquired upon obtaining certification within this period.

MAT: Aspirant membership may be held for a maximum period of **2 years from the commencement of the training**. Full membership can be acquired upon obtaining certification within this period.

Aspirant members are not members, but they can participate in the activities and join the general members' meeting of the association. They do not have the right to vote. (Article 5 of the PPN statutes). The end of membership (see Article 4 in the PPN Statutes).

3.2.5 Senior Membership

To be eligible for senior membership, one must have reached the retirement age of 65+ and have permanently ceased Pilates class activities. Senior members are not members and do not have the right to vote, but they can participate in the activities of the association. They only have access to the general meeting of members if that meeting decides so. They do not have the right to vote there. (Article 5 of the PPN Statutes) The end of membership (see Article 4 in the PPN Statutes).

3.2.6 Honorary member membership

Honorary members are members who, due to extraordinary merit towards PPN or by influencing the Pilates field in general, have been appointed by the general meeting of members on the proposal of the board and/or the members. Honorary members are members, have the right to vote. Have access to the general meeting of members and are entitled to one vote. The end of membership (see Article 4 in the PPN Statutes).

And as an honorary member you get:

- View the event calendar
- Mention on the website as a teacher (no website mention)
- Access to the job board
- Discount for PPN convention
- Invitation to the meet & greet 'drinks' after the annual members' meeting
- Access to documents applicable for teachers
- Possibility of obtaining legal support and collective insurance

3.2.7 Donors

Are natural persons or legal persons who have been admitted as such by the board. And who annually make at least one (minimum financial) contribution to the PPN determined by the general meeting of members. Donors are not members, do not have the right to vote, but can participate in the activities of the association. They only have access to the general meeting of members if that meeting decides so. They do not have the right to vote there.

3.2.8 Prospective Members, Honorary Members and donors shall have no rights and obligations other than those granted or imposed on them by or pursuant to the PPN Articles of Association. (Articles 5 and 6 of the PPN Statutes)

3.3 General

If the PPN receives an application for membership, the allocation/rejection will be communicated to the applicant in writing by e-mail.

The applicant may appeal against the rejection, as stated in point 5.3 of the Articles of Association. This appeal must be received by the secretariat by registered letter/e-mail within one month of receipt of the notification of rejection.

ARTICLE 4. GENERAL MEMBERS MEETING

4.1 The general meetings of members are convened by the board (see also articles 16.1 to 16.5 of the articles of association).

4.2 Proposals from members must be submitted in writing to the secretariat by e-mail no later than two weeks before the start of the meeting.

4.3 The general meeting of members does not discuss subjects that concern only one person. This can be discussed bilaterally with the chairperson.

4.4 The general meeting of members does not discuss topics that have not been properly and timely documented to the members.

4.5 Access to the general meeting of members. See also Article 17 of the Articles of Association.

ARTICLE 5. ANNUAL FEE

The annual contribution, Article 7 of the PPN's Articles of Association, is collected by the PPN by direct debit/Ideal at the beginning of the calendar year or, if desired, in 12-month direct debit instalments. A onetime registration fee of €40 when submitting the membership application.

3.2.1 Teacher membership € 210 per year or 12 x €18.50

3.2.2 Studio owner membership € 270 per year or 12 x €24.00

3.2.3 Trainer/training centre membership. € 390 per year or 12 x €32.50

3.2.4 Prospective membership € 102 per year or 12 x €8.50

3.2.5 senior members € 102 per year or 12 x € 8.50

If a member, even after he/she has been reminded to do so, does not pay the contribution within a period of two months, the membership will expire. The entire annual contribution remains due.

In exceptional cases, the board may deviate from this rule.

ARTICLE 6. ELIGIBILITY REQUIREMENTS

The admission policy is applied in accordance with the admission regulations as stated in Article 3 of the internal regulations of the PPN.

ARTICLE 7. TUITION

The board assesses the applications for recognition of refresher courses.

ARTICLE 8. COMPLAINTS ADVICE

The board can be assisted in the handling of a complaint by the secretariat and any designated complaints committee.

ARTICLE 9. APPEALS COMMITTEE

The person concerned can appeal against a refusal of admission, a decision to resign from membership or a decision to remove him from membership.

The person concerned can lodge a written appeal/email within one month of receipt of the letter/email with the decision. The appeal is sent to the secretariat of the PPN.

The board and any appeals committee will be appointed to deal with this appeal. The committee must consist of at least three people. These can be both members and non-members.

ARTICLE 10. LOGO OR IMAGE TRADEMARK

10.1 The right to use the logo or image mark of the PPN is exclusively granted to affiliated PPN members. Honorary members can only use the logo when they are actively teaching.

10.2 Aspirant members are not allowed to use the logo or image mark.

10.3 The logo or image mark is personal and recognizes the teaching of regular Pilates lessons by the association member.

10.4 Members are only allowed to use the logo or image mark in their communications for a training course to become a Pilates teacher, specialization and/or refresher course only after it has been officially recognized by the PPN.

10.5 The logo or image mark remains the property of the PPN.

10.6 If the logo or image mark is used incorrectly, the board may proceed to sanctions and/or publication of this incorrect conduct in newsletters, Social Media and/or other expressions or where deemed necessary

ARTICLE 11. DIGITAL NEWSLETTER

The PPN aims to publish a digital newsletter at least four times a year.

ARTICLE 12. HELP AND INFORMATION ABOUT SITUATIONS

Help and information in unforeseen situations such as the COVID pandemic will be found in the appendix or through an extra newsletter.

ARTICLE 13. CHANGES TO INTERNAL REGULATIONS

The general meeting of members amends or supplements these internal regulations with a majority of at least two-thirds of the number of validly cast votes.

A proposal to amend these Rules of Procedure must be notified to the members in writing at least seven days before the day on which the proposals are to be discussed.

These internal regulations were approved by the general meeting of members on 28-10-2021.

www.pilatesprofessionalsnetherlands.nl
info@pilatesprofessionalsnetherlands.nl

The logo consists of a solid orange rectangle. Inside the rectangle, the text "Pilates Professionals of the Netherlands" is written in white. "Pilates" is at the top right, "Professionals" is in the middle right, "of the" is in a smaller font size to the left of "Netherlands", and "Netherlands" is at the bottom right.

Pilates
Professionals
of the Netherlands