



## POLICY FOR WELCOMING PROGRAMS

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### Purpose and Background

At the beginning of each semester, Föreningen Ekonomerna arrange welcoming program(s) for all new students at Stockholm Business School (SBS). The welcoming program(s) arranged aim to introduce them to the university, the student life and Föreningen Ekonomerna.

This policy aims to:

- Provide guidance in how the welcoming program(s) should be conducted in order to create long-term relationships with the students.
- Provide guidelines for how the various activities during the welcoming program(s) should be conducted.
- Provide guidelines for communication and reporting.
- Explain the responsibilities of a project manager.
- Explain the responsibilities of a "Buddy" and project group.

### Guidelines

The welcoming programs shall:

- Encourage good friendship and integration between students.
- Be characterized by healthy approach to alcohol.
- Arranged with high professionalism by all involved as well as offering a wide range of activities.
- Communicate a consistent image of the brand Föreningen Ekonomerna.
- Mainly target the students at SBS.
- Be conducted in line with Föreningen Ekonomerna's purposes and policies, with particular emphasis on the Conduct and Equality Policy and Policy for Drugs and Alcoholic Drinks.
- Be voluntary. All compulsion and pennialism are strictly forbidden. Furthermore, no assignments that violate laws and/or regulations may be given.
- Trustees and other individuals representing Föreningen Ekonomerna during the welcoming program(s) arrangements may not break the "micronomist peace" or in any other way abuse their position.



## **Project Leaders shall**

- Plan, coordinate and be responsible for the welcoming program.
- Be knowledgeable about Föreningen Ekonomerna's purposes, policies and guidelines, as well as being responsible for informing Buddies about these.
- Strive for good collaborations with the Association's other committees, clubs and projects.
- Strive for good collaborations with external parties.
- Continuously inform the Board about the project's development, primarily through the Second Vice President and Head of International Affairs.
- Be a good role model for Buddies as well as new students.
- Be a good representative of Föreningen Ekonomerna at all events.
- Be contactable during the project.
- Keep good communication with Buddies and project group and ensure that they are updated regarding the arrangements of the welcoming program.
- Give a written and oral handover to the successive project managers.
- Strive to maintain traditions within Föreningen Ekonomerna.
- Not break the "micronomist peace" or in any other way abuse their position.

## **Buddies and project group shall**

- Be well acquainted with Föreningen Ekonomerna's purpose, policies and guidelines.
- Strive for all new students to feel welcome.
- Be a good representative of Föreningen Ekonomerna at all events.
- Be attentive that there is no pressure or encouragements to drink alcohol.
- Be attentive that no student feels violated or molested.
- Allow the new students to form their own opinion about courses, teachers and the university.
- Respect the Social Committee's work and guidelines.
- Not get noticeable intoxicated during the arrangements of the welcoming program.
- Continuously inform project leaders about significant events and observations.
- Not be engaged in the Operational Management Group during the same semester, unless there are special circumstances.
- Not break the "micronomist peace" or in any other way abuse their position.