



BAFUNCS

CONSTITUTION

Revised May 2010

British Association of Former United Nations Civil Servants

1 NAME

The Association shall be called the British Association of Former United Nations Civil Servants.

2 MEMBERSHIP

- (i) Full membership is open to present and past United Nations Civil Servants and their spouses who pay the subscription as determined by the General Assembly.
- (ii) Associate membership, without voting rights, may be granted to those persons who support the Objects of the Association and pay a subscription as determined by the General Assembly.
- (iii) Honorary membership may be offered to full members by the General Assembly.

3 OBJECTS

The Objects of the Association shall be

- (i) To encourage and help members to keep in touch with former colleagues through social, cultural and leisure activities.
- (ii) To ensure that members are kept aware of changes in pensions and health insurance matters.
- (iii) To help members and their families moving to the United Kingdom on their retirement in the United Kingdom.
- (iv) To extend welfare support and advice to its members and other former employees of the United Nations and its Organizations and Bodies and their spouses in need.
- (v) To represent members' interests in their relations with the United Nations and its Organizations and Bodies and the United Kingdom Government Authorities.
- (vi) To support the Federation of Associations of Former International Civil Servants and maintain liaison with such other bodies as are concerned in protecting and improving retirement conditions.
- (vii) To co-operate with organizations engaged in mobilizing public support for the United Nations and its Organizations and Bodies and national organizations concerned with support for the elderly.

4 ORGANISATION

The Association shall consist of

- (a) A General Assembly;
- (b) A national Executive Committee; and
- (c) Regions.

5 OFFICERS

- (i) The national officers of the Association shall be
 - (a) the President;
 - (b) one or more Vice-Presidents;
 - (c) the Chairman and the Vice-Chairman of the Executive Committee;
 - (d) the Secretary; and
 - (e) the Treasurer.
- (ii) All national and regional officers shall be honorary and without emolument.

6 GENERAL ASSEMBLY

- (i) The General Assembly shall consist of the members of the Association with a quorum of 40 paid-up members present.
- (ii)
 - (a) consider the reports and audited accounts of the Executive Committee for the preceding year;
 - (b) note the reports of the Regions and of the meeting of the Regional Representatives as necessary;
 - (c) approve the budget for the ensuing year;
 - (d) elect the national officers of the Association and members of the Executive Committee;
 - (e) decide on the conferring of honorary status on recommendation of the Executive Committee; and,
 - (f) deal with such other business as it sees fit, subject to no decision being made on any financial commitments arising not previously considered by the Executive Committee.
- (iii) The President of the Association or, in the absence of the President, a Vice-President, shall Chair the General Assembly. In the absence of the President and Vice-Presidents, the General Assembly may elect a chairman to conduct the meeting.
- (iv) The General Assembly shall meet in a special session when either the Executive Committee deems it necessary or a majority of the Regional Representatives so request.
- (v) The General Assembly shall be convened by the Executive Committee. The notification period for substantive items on the agenda shall be a minimum of six weeks before the scheduled date of the General Assembly.
- (vi) If a division of opinion calls for a vote, the Chairman of the session may, after consulting the Chairman of the Executive Committee, declare the matter substantive and order that it must be decided on the basis of a two-thirds majority of those members present and voting.

7 EXECUTIVE COMMITTEE

- (i) The Executive Committee shall consist of
 - (a) the four officers, i.e. Chairman, Vice-Chairman, Secretary and Treasurer;
 - (b) six elected members; and,
 - (c) members co-opted by the Executive Committee, normally not more than four in any given year.
- (ii) The Chairman of the Executive Committee shall normally serve for no longer than four years.
- (iii) The Executive Committee shall meet at established regular intervals during each year.
- (iv) The quorum shall be four, including one officer of the Executive Committee.
- (v) In the absence of the Chairman and Vice-Chairman, the Executive Committee may elect a chairman to conduct the meeting.
- (vi) The Executive Committee may admit to its meeting observers and advisers deemed to be of assistance in the discharge of its duties.
- (vii) The President, Vice-Presidents and Regional Representatives may, *ex officio*, attend the meetings of the Executive Committee.
- (viii) The Executive Committee may fill vacancies and may appoint sub-committees.
- (ix) The duties of the Executive Committee shall be
 - (a) to implement the instructions of the General Assembly;
 - (b) to prepare papers for the General Assembly;
 - (c) to issue information and reports on matters deemed to be of interest to members;
 - (d) to consult and liaise with the Regions;
 - (e) to maintain and direct such offices and staff as provided for in the annual budget; and

- (f) to carry out other activities desirable for the achievement of its responsibilities.

8 REGIONS

- (i) The General Assembly has approved the establishment of Regions for the purpose of administration of the Association and representation of its membership. Any proposal to modify these arrangements must be submitted by the Executive Committee, or by a Region or Regions acting together through the Executive Committee, for the approval of the General Assembly.
- (ii) Each Region shall organize its affairs as it sees fit within the Objects of the Association.
- (iii) Each Region shall elect a Representative who shall be responsible for liaison with the Executive Committee and for the provision of reports on activities in the Region. The Representative shall normally serve for no longer than four years.
- (iv) There shall be a meeting of all Regional Representatives at the time of the General Assembly, the deliberations of which shall be reported to the General Assembly. The meeting shall be chaired by a national officer of the Association.

9 FINANCIAL REGULATIONS

- (i) The Association shall be funded by subscriptions and donations from members and any other sources that support the Objects of the Association.
- (ii) It shall use such funds in accordance with its Objects and requirements to which they may give rise.
- (iii) Each Region shall normally receive a grant for operating expenses; the annual amount to be determined every three years by the Executive Committee and approved by the General Assembly.
- (iv) The accounts of the funds of the Association shall be audited before presentation to the General Assembly.
- (v) The Association may establish various specific funds. *

10 AMENDMENTS TO THE CONSTITUTION

- (i) Amendments to the Constitution may originate from either the Executive Committee, the Regions acting jointly or severally through the Executive Committee.
- (ii) Three months' notice of any amendment proposed by a Region or Regions must be provided in writing to the Executive Committee for discussion prior to presentation to the General Assembly.
- (iii) A two-thirds majority of members present and voting at the General Assembly shall be required to incorporate the amendment.
- (iv) The President shall have the right to postpone a decision on any amendment until no later than the subsequent Annual General Assembly.

11 DISSOLUTION OF THE ASSOCIATION

- (i) Dissolution of the Association may be decided by the General Assembly, by a vote of two-thirds of the members present and voting
- (ii) At the time of the dissolution of the Association the General Assembly shall decide upon the disposition of the assets of the Association.

* Note: a separate BAFUNCS Benevolent Fund (BBF), formed on a charitable basis, was set up on 23 September 1987. Its relationship to BAFUNCS is set out in the BBF Constitution as approved by the Charity Commission.