

BAFUNCS



British Association of Former United Nations Civil Servants

REVISED CONSTITUTION

Approved May 2025

Contents

1.	NAME	2
2.	MEMBERSHIP	2
3.	PURPOSES.....	2
4.	OFFICERS	3
5.	GENERAL MEETINGS OF THE ASSOCIATION	3
6.	EXECUTIVE COMMITTEE	5
7.	REGIONS	6
8.	FINANCIAL REGULATIONS	6
9.	BAFUNCS BENEVOLENT FUND (BBF)	6
10.	AMENDMENTS TO THE CONSTITUTION	7
11.	DISSOLUTION OF THE ASSOCIATION.....	7

1. NAME

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

2. MEMBERSHIP

- (i) Full membership shall be open to present and past United Nations civil servants and their spouses who pay the subscription as determined by a General Meeting of the membership.
- (ii) The definition of “United Nations civil servants” shall include anyone who has worked under direct contract with the United Nations, its agencies, funds and programmes, as well as the Bretton Woods institutions.
- (iii) A member may be granted honorary status in recognition of outstanding service to the Association; such honorary status shall be granted by a General Meeting on the recommendation of the Executive Committee.

3. PURPOSES

The Purposes 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 provide advice to members and their families who plan to live in the United Kingdom on their retirement.
- (iv) To extend welfare support and advice to its members and other former employees of the United Nations, its agencies, funds and programmes and their spouses in need and, in doing so, to direct members to information and advice from national organizations supporting older people.
- (v) To represent members' interests in relation to the UN Joint Staff Pension Fund (UNJSPF) and After Service Health Insurance and Long-Term Care (ASHIL), principally through its membership of the Federation of Associations of Former International Civil Servants (FAFICS), as well as in relation to the United Kingdom government, if or when the need arises.
- (vi) To support the Federation of Associations of Former International Civil Servants (FAFICS) and maintain liaison with other such bodies that are concerned in protecting and improving retirement conditions.

- (vii) To co-operate at both national and regional levels with organizations engaged in mobilizing public support for the United Nations and its agencies, funds and programmes.
- (viii) To encourage members, and others associated with the UN, to contribute memoirs, papers and other relevant materials to the UN Career Records Project for storage with the Weston (Bodleian) Library, University of Oxford, so as to facilitate use by researchers and other potential beneficiaries.
- (ix) To maintain a regular flow of communication and information to its members by means of its website, bulletins and newsletters.

4. OFFICERS

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

5. GENERAL MEETINGS OF THE ASSOCIATION

- (i) A General Meeting shall consist of a meeting to which all members of the Association are invited;
 - (a) General meetings may be conducted physically and/or virtually, provided that all members have the opportunity to attend physically, virtually or by proxy.
 - (b) A quorum for any general meeting shall be 40 members participating by voting; such participation may be physical, virtual or by proxy.
 - (c) A general meeting shall be announced, together with its agenda, at least six weeks in advance and communicated to members through the Association's regular channels, including on its website, in its bulletin and in its newsletter; such information shall also be distributed through the regions.
- (ii) An Annual General Meeting (AGM) shall be held once a year to:
 - (a) consider the reports and independently-examined accounts of the Association for the preceding year;
 - (b) note the reports of the regions and of the meetings of the regional representatives as necessary;

- (c) approve the revised budget for the current year and the proposed budget for the ensuing year;
 - (d) take note of the Annual Report and independently-examined accounts of the BAFUNCS Benevolent Fund;
 - (e) elect the national officers of the Association and members of the Executive Committee;
 - (f) decide on the conferring of honorary status on recommendation of the Executive Committee; and
 - (g) 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) An Annual General Meeting shall generally comprise a virtual meeting that addresses the items of business defined in clause 5 (ii), and a series of draft resolutions which shall be formulated by the Executive Committee and presented to the membership. Voting on such resolutions shall take place through such arrangements for written and/or remote voting, under the aegis of the President and an independent Polling Officer, as the Executive Committee may decide. The closing date of the vote shall take place after members have had an opportunity to discuss the items of business and shall mark the closure of the Annual General Meeting.
- (iv) The President of the Association or, in the absence of the President, a Vice-President shall preside over the General Meeting. In the absence of the President and Vice-Presidents, the General Meeting may elect a presiding officer to conduct the meeting.
- (v) An Extraordinary General Meeting (EGM) of members may be convened at any other time of the year in a special session when either the Executive Committee deems it necessary or a majority of the regional representatives so request.
- (vi) All general meetings 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 closing date of the vote and therefore of the meeting.
- (vii) If in the course of the AGM discussion a significant division of opinion becomes evident, the President or Presiding Officer may, after consulting the Chair of the Executive Committee, declare that the matter should be decided on the basis of a two-thirds majority of those members present and voting.

6. EXECUTIVE COMMITTEE

- (i) The Executive Committee shall consist of:
 - (a) the four officers, i.e. Chair, Vice-Chair, 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 Chair 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, as well as on an *ad hoc* basis, when necessary; these meetings may be conducted physically and/or virtually.
- (iv) The quorum shall be five, including one officer of the Executive Committee.
- (v) In the absence of the Chair and Vice-Chair, the Executive Committee may elect a Chair 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 a General Meeting;
 - (b) to prepare papers for a General Meeting;
 - (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 coordinate preparations for the Annual Reunion;
 - (f) to maintain and direct such offices and staff as provided for in the annual budget;
 - (g) to carry out its responsibilities in relation to the BAFUNCS Benevolent Fund (BBF) as provided for in the Trust Deed and listed in Article 9;
 - (h) to carry out other activities desirable for the fulfilment of its responsibilities.

7. REGIONS

- (i) The Association has approved the establishment of regions for the functioning of the Association and representation at the local level. 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 Meeting.
- (ii) Each Region shall organize its affairs as it sees fit within the Purposes 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 least once a year; such meetings may be conducted physically and/or virtually and the deliberations shall be reported to the Annual General Meeting.

8. FINANCIAL REGULATIONS

- (i) The Association shall be funded by subscriptions and donations from members and any other sources that support the Purposes of the Association.
- (ii) It shall use such funds in accordance with its Purposes 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 Annual General Meeting.
- (iv) The accounts of the funds of the Association shall be independently examined before presentation to the Annual General Meeting.
- (v) The Association may establish various specific funds.

9. BAFUNCS BENEVOLENT FUND (BBF)

- (i) The BBF, founded in 1987 with the Declaration of Trust Deed dated 12 August 1987 registered with the Charity Commission, shall operate independently of and with the support of the Association.
- (iii) In line with Clauses 11.3, 11.4 and 12 of the Trust Deed, BAFUNCS shall have the following responsibilities with respect to the BBF:
 - (a) The statutory power of appointment of new Trustees shall be exclusively vested in the Executive Committee of BAFUNCS (“the Committee”).

- (b) The power of appointing new trustees shall be exercised and effected by a resolution of the Committee.
- (c) No amendment to the Trust Deed shall be made without the written consent of the Committee.
- (iii) The Executive Committee may invite Trustees of the BBF to provide the annual independently-examined BBF accounts for noting at the Annual General Meeting of BAFUNCS.

10. AMENDMENTS TO THE CONSTITUTION

- (i) Amendments to the Constitution may originate from either the Executive Committee, or from 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 Annual General Meeting.
- (iii) A two-thirds majority of members present (physically, virtually or by proxy) and voting at the Annual General Meeting 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 Meeting.

11. DISSOLUTION OF THE ASSOCIATION

- (i) Dissolution of the Association may be decided by a General Meeting of the members (Annual or Extraordinary), by a vote of two-thirds of the members attending physically, virtually or by proxy.
- (ii) At the time of the dissolution of the Association, the General Meeting shall decide upon the disposition of the assets of the Association.