

International Police Association
Hong Kong SAR Section
Constitution

Article 1 : Title, Aims and Objects

- (1) The Association shall be known as the International Police Association (Hong Kong Section) (hereinafter called “The Association”) and its motto shall be “Servo Per Amikeco” which means “Service Through Friendship”.
- (2) The aims and objects of the Association shall be :-
 - (a) To link together in a sense of service and friendship all serving and retired members of the police forces of the member countries;
 - (b) To bring together and promote among its members welfare, social, recreational and sporting activities;
 - (c) To arrange economical holidays, pen-friendships and study group visits;
 - (d) To encourage and stimulate the study of public service and the maintenance of law and order between members of the police forces in all member countries, through social, cultural and other activities.

Article 2 : Address

The mailing address of the Association shall be :-

GPO Box 3244 Hong Kong

Article 3 : Control and Organisation

- (1) The ruling body of the Association is the Hong Kong Section Executive Council, hereinafter referred to as the Executive Council.
- (2) The Executive Council shall consist of maximum thirteen members, to be elected for a three years term at the Annual General Meeting.
- (3) The Executive Council members shall appoint the following office bearers from amongst themselves, by election or mutual agreement:
 - (a) President
 - (b) Vice President
 - (c) Secretary General
 - (d) Treasurer
 - (e) Secretaries : for specific duty

- (4) Any member representing Hong Kong Section on the International Executive Council Conference or World Congress as Observers shall be nominated from among the members of the Executive Council.
- (5) Committee Member can be dismissed from the Executive Council by simple majority vote if he/she is deemed incompetent in the execution of duties.
- (6) Should any Committee Member resigns or is dismissed in accordance with Article 3(5), the Executive Council may co-opt any member of the Association to take over the post of outgoing Committee Member.
- (7) The Executive Council may also appoint members as Coordination Officers for specific purpose. Such Coordination Officers may not vote at Executive Council meetings.

Article 4 : Membership

Membership of the Hong Kong Section of the Association shall be open to all serving and retired members of the Hong Kong Police Force (HKPF), all serving members of the Hong Kong Auxiliary Police Force (HKAPF) and other persons who by nature of their work are closely associated with the HKPF and are approved by the Executive Council. There shall be the following categories of membership : -

- (1) **Honorary Life Membership** may be granted to ordinary or associate members who have rendered outstanding service to the Hong Kong Section of the Association, subject to the approval of the Executive Council.
- (2) **Life Membership**: life membership shall be open to all ordinary members who had paid a sum equivalent to ten years' subscription. New applicant of ordinary membership may also join as life members by paying a sum equivalent to ten years' subscription, subject to the approval of the Executive Council.
- (3) **Ordinary Membership** shall be open to all serving and retired members of the HKPF and HKAPF, subject to the approval of the Executive Council.
- (4) **Associate Membership** shall be open to :
 - (a) serving and retired members of the Police Service in any country where National Sections of the Association do not yet exist, subject to the approval of the Executive Council.
 - (b) former members of the Hong Kong Police Force HKPF or HKAPF left before reaching the retirement age, subject to the approval of the Executive Council.
 - (c) serving civilian members of the HKPF who are considered to be closely associated with the day to day working of the Force, subject to the approval of the Executive Council.

Article 5 : Termination of Membership

- (1) Any member can resign from the Association by written notice to the Executive Council;
- (2) If the subscription of any member remains unpaid for more than a year, the Secretary General shall submit the member's name to the Executive Council which may then terminate his or her membership without further notice;
- (3) Membership shall be withdrawn automatically from members who are dismissed, required to resign or awarded compulsory retirement from either the HKPF or HKAPF;
- (4) In the case of :-
 - Ordinary Members who leave the HKPF other than on pension, or
 - Ordinary Members who leave the HKAPF before the retirement age, or
 - Associate Members who leave the Police Service of their country, or
 - Persons granted membership under Article 4(4)(c) who change the nature of their work,

their membership shall be deemed to have terminated three months from the date on which they were struck off strength (or changed the nature of their duties, as the case may be). Those who wish to retain their membership should make written application to the Executive Council which may approve or reject the application at its discretion.

- (5) Membership (except Honorary Life Members) may be terminated or suspended by the Executive Council for :-
 - (a) Violation of the Constitution or Rules
 - (b) Misuse of any Association facilities
 - (c) Any conduct which is prejudicial to the aims and objectives of the Association, or likely to bring the Association into disrepute
 - (d) Refusal to comply with the decision of the Executive Council

Members so expelled or suspended shall receive notice, in writing, signed by the President and sent by post to their last known address. No subscription or part thereof shall be refunded.

- (6) Expulsion, suspension or non-approval of an application to retain membership may be subject to appeal, the procedure for which is stated at Rule 6.

Article 6 : Subscriptions

- (1) The amount of the membership fee, and the joining fee (if any) shall be set by the AGM;
- (2) Subscriptions shall be paid on enrollment, and there will be no reduction for members' joining after the beginning of the year;

- (3) For Ordinary and Associate members, membership is renewable annually by payment of the subscription;
- (4) The annual subscription is due on the first day of January each year, and shall be paid by Standing Instruction, cheque, cash, or such other means as agreed by the Executive Council;
- (5) Subscriptions shall be paid in advance, and no subscription or part thereof shall be refunded;
- (6) A person whose membership has lapsed and who applies to rejoin may do so, subject to the approval of the Executive Council and on payment of the joining fee or outstanding subscription fees.

Article 7 : Affiliation

The Executive Council of the Hong Kong Section of the Association will acknowledge the authority of the International Executive Council upon which it is represented, and will undertake to carry into effect the policy and directives of the International Executive Council as far as practicable, subject to the laws, regulations and service orders governing members of the Hong Kong Section, and subject to the provisions of the Constitution and Rules.

Article 8 : Privileges

- (1) Every enrolled member shall receive, on payment of the annual subscription, a membership card.
- (2) Every enrolled member shall be entitled to wear the approved badges and colours of the Association.
- (3) Every member shall receive, when published (on payment where charge is made) all journals, newsletters and other literature published for general circulation by, or on behalf of, the Association.

Article 9 : Meetings

(1) Annual General Meetings

- (a) The AGM will be held each year in the month of June. General notice of the AGM shall be circulated to all members through the Force newspaper or Force Noticeboard or Police e-mail network or email at least 14 days prior to such meeting along with such Agenda as is to be discussed at such meeting
- (b) A quorum for the AGM will normally consist of 15 ordinary or life members. If a quorum cannot be formed within 30 minutes of the advertised commencement time of the AGM then those ordinary or life members present at such time will constitute a quorum for the purposes of the meeting.

(2) Extraordinary General Meeting

- (a) The Executive Council may convene an extraordinary general meeting whenever it considers it necessary. Such meetings may also be convened on the request of not less than 15 ordinary or life members. Notice of such a meeting and the general nature of the special business to be discussed shall be circulated to all members at least 14 days prior to such meeting. The minutes of such meeting will be published or circulated to members after the conclusion of the meeting.
- (b) At the Annual and Extraordinary meetings any proposal shall be passed by over 50% of ordinary or life members present prior to it being accepted as a resolution.
- (c) The non-receipt by any members of any notice of an Annual or Extraordinary meeting circulated in accordance with these rules shall not invalidate any such proceedings.

(3) Executive Council Meetings

- (a) Such meetings will be held as and when required but shall be at least quarterly. Notice to the Council members shall be either given at the preceding Council meeting or shall be circulated at least 14 days prior to such meeting.
- (b) A quorum for the Executive Council Meeting shall be 4 voting Council members out of the total council members.
- (c) Minutes of all Council Meeting shall be circulated to all members of the Council as soon as is practicable after such meeting and a copy of the same shall be retained in the office of the Secretary General for a period of ten years.

- (4) Associate Members do not have voting rights at any meetings.

Article 10 : Elections

- (1) At least 14 days prior to the AGM the Secretary General will circulate a list of members willing to stand for election to the Council and Voting Form to all members through emails and publication of notice to Police Intranet (POINT).
- (2) Voting may be done either by mail or through police dispatches or at the AGM.
- (3) Categories of members entitled to vote for office bearers are as follows:-
 - Ordinary Members
 - Life Members
 - Honorary Life Members
- (4) The members receiving the highest number of votes shall be elected council members. Posts will be filled up to the number required for the council as is applicable at that time.

Article 11 : Finance

- (1) Funds of the Association shall only be used to meet the regular expenses of the Association and for the purposes stipulated in Article 1 above.
- (2) Any expenditure of less than HK\$2,000 may be approved by the treasurer. An amount over HK\$2,000 but under HK\$50,000 may be approved by the Executive Council. Amounts in excess of HK\$50,000 may be approved by a majority decision of an AGM or EGM.
- (3) All subscriptions and other monies received for, or on behalf of the Association shall be paid into an account of the Association at a bank. The Treasurer shall give a receipt for all such monies if requested.
- (4) The President, Treasurer and Secretary General shall be authorised to sign cheques jointly (either two out of three). All subscriptions and other monies shall be made payable to "International Police Association", and cheques, postal orders, etc. should be crossed.
- (5) A cash account and balance sheet showing the financial position of the Association as at 31st March each year, shall be prepared by the Treasurer.
- (6) Accounts shall be audited by one duly appointed Honorary Auditors and all members shall receive a copy of the accounts on request. Such copies shall also be freely available at the AGM.

Article 12 : Interpretation and Review of Constitution and Rules

- (1) Nothing contained in these articles shall be altered or varied except at the Annual General Meeting or at an Extraordinary General Meeting to be convened under Article 9 for that purpose and passed by a majority of not less than two thirds of the members present at that meeting.
- (2) Every resolution as carried in the preceding paragraph shall be ratified by the Registrar of Societies, Hong Kong.
- (3) In the event of any inconsistency between the English and Chinese versions, the English version shall apply.

Article 13 : Dissolution of the Association

- (1) The Association may only be dissolved upon a resolution passed by at least half of all members of the Association at an Annual or Extraordinary General Meeting.
- (2) Any debts of the Association shall be borne equally by all members of the Association.
- (3) Any assets of the Association shall be donated to local charities.