

European Fetal Alcohol Spectrum Disorders Alliance

STATUTES

Statutes approved in general assembly on 17 february 2011

Article 1. Name and location

1.1 The Organisation shall be named: EUROPEAN FETAL ALCOHOL SPECTRUM DISORDERS ALLIANCE or abbreviated to "EUROPEAN FASD ALLIANCE" (and referred to herein as "EUROPEAN FASD ALLIANCE" or the "Organisation").

1.2 The EUROPEAN FASD ALLIANCE was founded on 17 February 2011 and is registered in Landskrona, Sweden.

1.3 The headquarters and Secretariat of the EUROPEAN FASD ALLIANCE will be located according to the convenience of the Chairperson and in agreement with the Board.

1.4 The official language is English.

Article 2. Objectives and Aims

2.1 The EUROPEAN FASD ALLIANCE is politically neutral, with no discrimination as to race, sex, colour or religion of any nature, and is non-profit-making. It will support the member associations in their efforts to:

2.1.1 Improve the quality of life for all people with Fetal Alcohol Spectrum Disorder and their families; and

2.1.2 Improve awareness of the risks of drinking alcoholic beverages during pregnancy.

2.2 The EUROPEAN FASD ALLIANCE shall endeavour to collaborate, or affiliate itself, with other organisations with similar objectives.

2.3 The EUROPEAN FASD ALLIANCE shall also act as a liaison centre

2.3.1 To collate and disseminate information to its members;

2.3.2 To stimulate international collaboration on research projects on the origins, management and prevention of Fetal Alcohol Spectrum Disorders;

2.3.3 To encourage national associations to exchange and share their projects and experiences; and

2.3.4 To foster the foundation and development of new national FASD Associations.

Article 3. Signatory

3.1 The Chairperson and the Treasurer each have the authority separately to enter into contracts and to open and manage bank accounts in the name of the EUROPEAN FASD ALLIANCE.

3.2 The Board may appoint other Signatories.

3.3 The Signatories including Chairperson and the Treasurer will only enter into financial transactions after the decision of the Board documented in the minutes of a meeting of the Board.

3.3.1 Exception is made for payments less than 500 euros, which can be made separately by a Signatory without a prior decision by the Board.

Article 4. Accounting Period, Budget and Membership Fees

4.1 The Board shall draw up a financial report on the previous accounting period and the budget for the current period. Both shall be submitted by the Board to the General Assembly for approval.

4.2 The accounting period financial year starts 1st September, and runs for two calendar years.

4.3 An annual membership fee shall be payable by the members of the Organisation at a time and for an amount which will be fixed by an Ordinary meeting of the General Assembly, which power may be delegated to the Board.

Article 5. Members

5.1 Membership of the EUROPEAN FASD ALLIANCE is open to registered organizations concerned with FASD in all European countries, where European countries refers to the European Region as defined by the World Health Organization.

5.2 All members in one country together will constitute the Local Section.

Article 6. Admission to membership

6.1 Applications for admission to membership must be made to the Board of the EUROPEAN FASD ALLIANCE for approval.

Article 7. Resignation and expulsion

7.1 Loss of membership may result either from resignation or expulsion.

7.2 A member organization may be expelled from the EUROPEAN FASD ALLIANCE by a majority vote of the General Assembly, if its actions are acknowledged to have been, in important matters, continuously inconsistent with the corporate object of the Organisation.

7.2.1 The board shall submit a request for expulsion to the General Assembly, together with a dossier setting out the facts with which the member is reproached, and containing the latter's explanations.

7.3 The member's financial obligations to the Organisation up to the date of its resignation or expulsion shall, however, remain due by the member.

7.4 No out-going member shall have any claim whatsoever on the assets of the Organisation.

Article 8. Constituent bodies of the Organisation

8.1 The constituent bodies are the General Assembly and the Board.

Article 9. General Assembly, Composition, Voting

9.1 Each Local Section (see art. 5.2 above) shall elect or appoint two representatives to the General Assembly. Wherever possible, one representative should be a parent, relative or guardian of a person with FASD and one representative should be a professional, with specialized knowledge of or interest in FASD (i.e. medical, social, psychological, educational and/or juridical).

9.2 Each representative has one vote in the General Assembly.

9.3 Meetings of the General Assembly are open to any interested persons as Observers.

9.3.1 Observers have no vote.

9.4 The General Assembly deals with all matters that do not fall expressly within the competence of the Board, in particular the following:

9.4.1 Election of the Chairperson and the Board members.

9.4.2 Election of one auditor and one alternate to verify the accounts of the organization.

9.4.3 Election of two persons to serve as an Election Committee. The Election Committee should nominate and propose candidates for the board to be elected at the next General Assembly. Current members of the Board may not serve on the Election committee.

9.4.3.1. Suggestions for nominations for election to the board must be submitted to the Election Committee. The Election Committee notes the nominations and sends the nominations to the board. At the meeting of the General Assembly, the Election Committee announces the nominations. Anyone present at the meeting of the General Assembly can also give a proposal directly at the meeting.

9.4.4 Approval of budget, accounts, financial decisions.

9.4.5 Determination of membership fees.

9.4.6 Modification of statutes.

9.4.7 Expulsion of a member.

9.4.8 Dissolution of the Organisation.

9.4.9 Matters referred to it by the board or submitted by a member.

9.5 A meeting of the General Assembly shall be held every two years, as an Ordinary meeting of the General Assembly in conjunction with the International Conference.

9.6 An Extraordinary meeting of the General Assembly may be convened by the Board at any time. It must be convened when requested in writing by three or more members of the Organisation or by the auditor. Due to the geographical spread of its members, these meetings may be held by telephone conference or any other suitable electronic method.

9.7 Each member shall be advised of the date and place of the Ordinary meeting of the General Assembly or Extraordinary meeting of the General Assembly at least 30 days before it shall occur. Any proposals which members

may wish to have included on the agenda must be submitted to the Chairperson at least 15 days prior to the date of the meeting.

9.8 The agenda, report of activities and financial report shall be sent out at least 7 days before the date of the meeting.

9.9 The rules relating to quorum and to the establishment of a majority in a General Assembly are the following:

9.9.1 A quorum is established with the number of persons that are present at the meeting.

9.9.2 Unless otherwise stated in the statutes or by law, all resolutions will be taken by a simple majority of members present and represented with the Chairman having a casting vote.

9.10 Minutes of all meetings of the General Assembly will be kept.

Article 10. The Board

10.1 The board is elected by the General Assembly.

10.1.1 The board is composed of the Chairperson and at least four other members and two alternates. It is desirable that both parents and professionals be represented on the board.

10.2 The board constitutes itself by appointing a Treasurer and a Secretary among the board members.

10.3 The Chairperson will ensure the implementation of the Board's decisions and represent the EUROPEAN FASD ALLIANCE vis-a-vis third parties in regard to all acts binding the Organisation.

10.4 The Board should meet at least once a year. Meetings may be held by telephone conference or electronic means at the discretion of the Chairperson.

10.5 The Board's mandate shall be valid for a period of two years.

10.6 The office of member of the Board carries no remuneration.

10.7 The Board shall prepare the work of the meetings of the General Assembly and in particular the Activities' Report and the Budget, as well as update a strategic plan for the EUROPEAN FASD ALLIANCE, including choice of venue for the upcoming European Conference on FASD and appointment of the Conference Chairperson.

10.7.1 The Financial Report and any other documents requested by the Auditors should be sent to the Auditors at least one month before the meeting of the General Assembly.

10.8 The proceedings of the Board shall be valid only if at least 3 members are present.

10.9 The Board will be responsible for keeping the accounts and will have the duty of accepting payments which are submitted to it on behalf of the Organisation and will administer the funds of the Organisation in accordance with the instructions of the General Assembly.

10.10 Minutes of all meetings of the Board will be kept.

Article 11. Scientific Advisory Council.

11.1 The Board shall invite eminent researchers to serve on a Scientific Advisory Council. This Council shall consist of at least three members, but the number of members may vary at the discretion of the Board.

11.2 Members of the Scientific Advisory Council will serve a term of two years or until the next Ordinary meeting of the General Assembly at the EUFASD Conference.

11.3 Members of the Scientific Advisory Council will serve on a volunteer basis with no remuneration.

Article 12. Council of Lifelong Experts

12.1 The Board may invite adults with FASD to serve on a Council of Lifelong Experts. The number of Experts on this Council will be variable at the discretion of the Board.

12.2 Members of the Council of Lifelong Experts will serve a term of two years or until the next Ordinary General Meeting at the EUFASD Conference.

12.3 Members of the Council of Lifelong Experts will serve on a volunteer basis with no remuneration.

Article 13. Amendments of statutes and dissolution

13.1 Amendments to these Statutes and the dissolution of the Organisation may be decided upon at a single meeting of the General Assembly upon proper notice. These may be Ordinary or Extraordinary meetings of the General Assembly, convened in accordance with Art. 9.

13.2 Amendments to the Statutes or the dissolution of the Organisation require approval by a majority of the members present at the Ordinary or Extraordinary meetings of the General Assembly.