



THE CONSTITUTION

OF

THE INTERNATIONAL ASSOCIATION FOR

CHILD AND ADOLESCENT PSYCHIATRY AND

ALLIED PROFESSIONS

Amended and approved in 2012

The Constitution of the International Association for Child and Adolescent Psychiatry and Allied Professions

**(Association Internationale de Psychiatrie de l'Enfant et de l'Adolescent,
et des Professions Associées)**

Article 1 - Name and Registration

The INTERNATIONAL ASSOCIATION FOR CHILD AND ADOLESCENT PSYCHIATRY AND ALLIED PROFESSIONS (IACAPAP) is a non-governmental organization (NGO) structured as a corporation and empowered as a juridical person according to articles 60 ss of the Swiss Civil Code and the present Constitution. The Association is registered in Geneva, Switzerland.

Article 2 – Purpose

To advocate for the promotion of mental health and development of children and adolescents through policy, practice and research. To promote the study, treatment, care and prevention of mental and emotional disorders and disabilities involving children, adolescents and their families through collaboration among the professions of child and adolescent psychiatry, psychology, social work, paediatrics, public health, nursing, education, social sciences and other relevant disciplines.

Article 3 - Membership

Membership in the Association shall comprise three categories: full members (national organizations), affiliate members (other organizations) and individual members.

Section 3.1 Full Membership for national organizations

Full membership shall be open to bona fide national organizations whose members are composed of (i) child and adolescent psychiatrists or of (ii) child and adolescent psychiatrists and allied mental health professionals. Admission to full membership will be determined by the Executive Committee on the basis of the following criteria.

Section 3.1.1

The constitution of the national member organization shall be in harmony with the Constitution of the Association as regards such issues as goals, membership qualification and activities.

Section 3.1.2

Membership of the national organization shall be drawn from suitably qualified persons

throughout the country and not be restricted by residence in a particular locality, or membership of a particular institution.

Section 3.1.3

The interest of the national organization shall encompass the whole range of mental and emotional disorders and disabilities in childhood and adolescence and not be restricted to a particular diagnostic category.

Section 3.1.4

The interest of the national organization shall include all methods of study, treatment, care and prevention of the entire range of mental and emotional disorders and disabilities in childhood and adolescence and not be restricted to any particular method or methods.

Section 3.1.5

More than one national organization may be admitted from any country, provided the organizations involve child and adolescent psychiatrists with or without allied mental health professionals. If two or more organizations are full members from the same country, that country shall have only one vote at Assemblies. The vote of each country shall have the value of 1,0 point. If there are N full member organizations in this country, the vote of each of these shall have the value of 1/N points. Each full member organization shall be entitled to send one delegate to official Assemblies of the Association, and through him or her to vote in person in all business matters.

The term "member organization" as herein used in these Statutes refers only to full members of the Association.

Section 3.2 Affiliate Membership for other organizations

Affiliate membership shall be open to other international, national or local organizations consisting of child and adolescent psychiatrists with or without allied mental health professionals. Any number of bona fide organizations may be admitted to affiliate membership by the Executive Committee. An affiliate member organization may send one delegate to the Assemblies of the Association. This delegate may speak but may not nominate officers nor vote unless elected as an officer of the Association.

Section 3.3 Individual Membership

Individual membership in the Association shall be open to child and adolescent psychiatrists and other professional workers who devote themselves to the study, treatment, care and prevention of mental and emotional disorders and disabilities in children and adolescents and their families. An individual member may speak at Assemblies of the Association but may not nominate officers nor vote unless elected as an officer of the Association. Individual membership can be obtained only by individuals in countries where no national organization for child and adolescent psychiatry with or without allied professions exists. If such an organization exists in that country, membership shall be in that organization and not as an individual member of the IACAPAP. Individuals applying for individual member status shall be evaluated in accordance with their professional training and competence, following an application to the Executive Committee with supporting references. Individual membership of the IACAPAP shall not constitute any form of certification of competence or permission to engage in practice.

Section 3.4 Membership Fees

Section 3.4.1 Annual dues for Full Members:

For all dues calculations the N (lowest basic dues) was decided to be 60.00 USD at the General Assembly in 2004. Each General Assembly shall have to confirm or modify the value of N, as well as the dues structure.

If the national association has a special financial problem, the Executive Committee shall be empowered to negotiate an individual arrangement.

Dues calculations appear below.

Members	Low Income*	Lower Middle Income*	Upper Middle Income *	High Income*
0 – 25	\$ 60.00	\$ 80.00	\$ 100.00	\$ 120.00
26 – 100	120.00	140.00	\$ 160.00	\$ 180.00
101 – 250	180.00	200.00	\$ 220.00	\$ 240.00
251 – 500	240.00	260.00	\$ 280.00	\$ 300.00
501 – 1,000	300.00	320.00	\$ 340.00	\$ 360.00
1001 – 2,000	360.00	380.00	\$ 400.00	\$ 420.00
2001 and above	420.00	440.00	\$ 460.00	\$ 480.00

*World Health Organization/World Bank Country Income Classification

Section 3.4.2 Annual dues for Affiliate Members:

As in Section 3.4.1

Section 3.4.3 Annual dues for Individual Members:

For individual members in countries where a national organization does not exist, the dues per annum will be N (lowest basic dues) as defined in section 3.4.1. In the case of members from countries with special financial problems, the Executive Committee shall be empowered to negotiate individual arrangements.

Section 3.5 Voting

Voting in all business at the Assembly of the Association, including election of officers, shall be in person by one delegate from each full member organization, the provisions of section 3.1.5 being respected. Only those who have paid their dues shall be allowed to vote. If there are more than one member organization from the one country, they shall share the one vote proportionately. If one full member has not fulfilled its payment it should not have a vote. Thus, if there are three organizations and one is in arrears, the paid up organizations shall each have ½ votes and the organization in arrears shall have no vote.

Current officers of the Association shall only participate in the election of a new Executive Committee if they are delegates of their national organizations.

Article 4 - Officers

Section 4.1.1

The officers of the Association shall be the President, Immediate Past President (ex officio), Treasurer, Secretary-General and nine Vice Presidents. Officers shall not represent their country or a national member organization, but serve as individuals. Nominees for office must be members of national full member organizations, affiliate organizations or be individual members.

Section 4.1.2 There shall be no more than two officers from the same country.

Section 4.1.3

Officers shall be drawn with regard to gender, professional background and age as well as to the principal cultural and geographic regions of the world.

Section 4.2.1

The President shall, two years prior to the next General Assembly, appoint a Nominating Committee consisting of six members. The chair of the Nominating Committee shall be the Past President, representing his/her region of origin. If the Past President cannot be appointed, the President shall appoint another chair. Together with the chair of the Nominating Committee the President shall appoint five other members of the Nominating Committee, each of them representing the remaining regions: Africa, North America, Central and South America, Asia, Europe and Oceania. Members of the Nominating Committee shall be selected with regard to gender, professional background (child and adolescent psychiatry or allied professions) and region of origin. They shall be familiar with the Association. The twelve current elected members of the Executive Committee shall not be eligible for inclusion on the Nominating Committee.

Section 4.2.2

The members of the Nominating Committee shall each request nominations for officers from all full member organizations within their region of origin, as well as from the officers of the Association. The provisions of sections 4.1.2 and 4.1.3 shall be respected.

Section 4.2.3

The proposed nominees shall submit their CV and a statement of their availability and willingness to serve as an officer of the Association, and their vision for the future of the IACA-PAP. A reference letter shall be asked for of the nominating national association or of the individual proposer.

Section 4.2.4

The Nominating Committee shall prepare a recommended slate of nominees for the 12 officers of the Executive Committee, to be published at the very beginning of a Congress where a General Assembly will take place.

Section 4.3.1

The slate of officers shall include: President, Treasurer, Secretary-General and nine Vice Presidents. The slate shall be ratified at the General Assembly by the delegates of full member organizations (see 3.1.5). The officers shall be elected in the following order: President,

Treasurer and Secretary-General as individuals and the nine Vice Presidents as a bloc (respecting 4.1.3.).

Section 4.3.2

The ratification of the slate of officers shall be by simple majority. If a majority is not reached, an additional voting shall be held after a debate. If a majority cannot then be reached, the slate shall be rejected and the Nominating Committee shall prepare a new slate for a mail ballot to be held within two months. The current Executive Committee shall remain in place until the voting procedure is completed.

Section 4.4

A retiring President and Secretary-General shall not be eligible for immediate re-election to their previous offices. A Treasurer and Vice Presidents may be re-elected, but may not serve in that office for more than two consecutive terms.

Section 4.5

Officers shall serve their term over the four years between Assemblies of the Association.

Section 4.6

If the President retires or dies between Assemblies, the Bureau shall organize an election within the Executive Committee to designate one of the Vice Presidents to act as President until the next Assembly. In this event, the Acting President shall be eligible for re-election despite the provisions of section 4.4. If any other officer retires or dies, the Bureau shall make a proposition to the Executive Committee to appoint a substitute member until the next Assembly.

Article 5 - Honorary Officers

Section 5.1

Honorary Presidents may be appointed by the Executive Committee in order to express the esteem of the Association for those who have given especially meritorious and lengthy service.

Section 5.2

Such appointments shall not be limited by time, but shall be reconfirmed by the Executive Committee prior to each Assembly.

Section 5.3

The appointment or re-appointment of Honorary Officers shall be announced by the President at the Assembly. A Citation of appointment shall be presented during the final ceremony of each Congress.

Section 5.4

Honorary Officers shall be available as consultants in the affairs of the Association. They may speak at Assemblies and may be invited to attend meetings of the Executive Committee. They shall have no vote.

Article 6 – Meetings

Section 6.1 Assemblies

A General Assembly shall be held every four years at the same time as a Congress.

Section 6.2 Agenda

The agenda for the Assembly shall be prepared by the Executive Committee and shall be circulated to the member organisations at least 60 days before the Assembly.

Section 6.3 Quorum

One-third of the total eligible voting members of the Association shall constitute a quorum. This shall be calculated by presence at the Assembly.

Section 6.4 Notice of Meetings

At least 60 days notice shall be given of the date and location of the Assembly to full member organisations, affiliate member organisations and individual members as well as officers.

Section 6.5 Languages

The working languages of the Association shall be English and French, for which interpretation at Assemblies should be arranged, if requested by a member organisation. If an Assembly is held in a country where a language other than English or French is spoken, provision may be made locally for interpretation in that language.

Section 6.6 Congresses

Congresses of the Association shall be held at least every four years. The place and date of the next two Congresses shall be decided by the Executive Committee. The Congress need not be held in the country where the President resides.

Article 7 - Committees

Section 7.1

The Executive Committee shall be composed of the twelve elected officers and the immediate Past-President (ex officio).

Section 7.2

The Executive Committee shall be empowered to act for the Association between official meetings and to conduct the affairs of the Association in accordance with these Articles. The Executive Committee may set up specific committees or ad hoc groups as may be required.

Article 8 - Finance

Section 8.1

The accounts of the Association shall be kept by the Treasurer. Any authorised representative of a member organization may inspect the accounts after stating his request in writing.

Section 8.2

The financial year of the Association shall run from January 1 to December 31.

Section 8.3

The Treasurer shall submit an annual Financial Statement to the Executive Committee for their approval. At least 60 days prior to an Assembly, a financial statement shall be submitted to all members (full, affiliate and individual) and officers.

Section 8.4

No full member organisations whose dues are in arrears may nominate a delegate or cast a vote at the Assembly.

Article 9 - Amendments

The Statutes shall be amended only at Assemblies of the Association by a two-thirds majority of the delegates present. No proposition to amend shall be acted upon unless written notice thereof has been given to the Secretary General at least 60 days prior to the meeting. A notice of such proposal for Amendment shall be included in the Agenda of the meeting, and a copy of the proposed Amendment shall be sent to each member organization at least 30 days before the date of the meeting at which the Amendment is to be considered.

Article 10 - Member Exclusion

The Executive Committee shall be empowered to exclude a full member organization, an affiliate member organization or an individual member from membership in the Association under the following conditions:

- a. if the appropriate subscription has not been paid for three years
- b. if the member ceases to be in good professional standing or no longer fulfils the requirements of membership.

The decision for exclusion shall be ratified by the Assembly.

Article 11 - Dissolution

If the Association is dissolved, its financial resources shall be transferred to a public institution pursuing aims similar to those of the Association. In any case, the balance of funds shall neither be returned to the founders, nor disbursed to the members, nor utilised to their profit as a whole or partially by whatever means.