SCOUTS®
Creating a Better World

APR CONSTITUTION & BY-LAWS

World Organization of the Scout Movement
Asia-Pacific Region

APR CONSTITUTION
& BY-LAWS

:t's l p cj nt ti of the Scout Movement
4F OOC International Plaza Building
219 S Ic do St., Legaspi Village
Makati City, 1229
PHILIPPINES
Tel: (63 2) 817U?75 / 8180984
Email: asia-pacli c@scoll org
Web: www.scout.org/asia-pacific
May 2013

PREFACE

The World Scout Committee in 1956 created the Far East Regional Scout Organization. This Organization was subsequently renamed in 1970 as the Asia-Pacific Regional Scout Organization. As a consequence, the By-Laws of the Region were amended and a Constitution was adopted at the Regional Conference held in Tehran in 1976. This Constitution was amended by subsequent Conferences in 1980, 1984, 1986, 1992, 2004, and 2012.

At the 14th Asia- Pacific Regional Scout Conference held in Wellington, New Zealand in November 1984, the Conference resolved to establish a Constitutional Review Task Force to review the whole Constitution and make recommendations to the 15th Asia- Pacific Regional Scout Conference. On the basis of the recommendations of the Task Force, a revised constitution was adopted at the 15th Asia-Pacific Regional Scout at Pattaya, Thailand in November 1986.

Further amendments were introduced during the 17th Asia- Pacific Regional Scout Conference held in Jakarta, Indonesia in November 1992, then at the 21st Asia-Pacific Regional Scout Conference held in Bandar Seri Begawan, Brunei Darussalam in December 2004. The latest amendments were adopted at the 24th APR Scout Conference in Dhaka, Bangladesh in November 2012.

PREAMBLE

To provide an effective framework to carry out the purpose hereinafter mentioned in consonance with the Constitution of the World Organization of the Scout Movement and to carry the region into the twenty-first century, this constitution provides as follows:

CONSTITUTION

CHAPTER 1

DEFINITIONS, PURPOSE AND ORGANS

ARTICLE I

Definitions

In this Constitution, unless the subject or context indicate otherwise.

1. "Asia-Pacific Region" means the geographical area as defined by the World Scout Committee under the Article XX of the Constitution of the World Organization of the Scout Movement.

2. "Region" means the Asia-Pacific Region.

3. "Conference" means the Regional Scout Conference.

4. "Committee" means the Regional Scout Committee.

5. "Member Organization" or "Member" means a Member of the World Organization of the Scout Movement as described in Article IV.1 (a) below.

6. "Accredited Organization" means an Accredited National Organization designated by the World Committee as described in Article IV.1 (b) below.

7. "Associate Organization" means the Associate Organization of the Asia-Pacific Region as described in Article IV.1 (c) below.

ARTICLE II

Purpose

1. The purpose of the Region shall be:

(a) To further the Scout Movement within the Asia-Pacific Region by promoting the spirit of world brotherhood, unity of purpose, cooperation and mutual assistance amongst Scout Organizations within the Region.

(b) To exercise such functions as are provided for in the Constitution or other laws governing the Region.

(c) To ensure the proper implementation of the decisions and policies laid down by the World Organization of the Scout Movement which affect the Region.

(d) To act as a consultative body of the World Scout Committee on matters of policies, precepts or principles affecting Scouting in the Region.

ARTICLE III

Organs

1. The organs of the Region shall be:

(a) The Regional Scout Conference
(b) The Regional Scout Committee
(c) The Regional Office of the World Scout Bureau

CHAPTER II

CONSTITUENT ORGANIZATIONS

ARTICLE IV

Constituent Organizations

1. The Asia-Pacific Region is composed of Scout Organizations as follows:

(a) Scout Organizations in the Region so desiring which are Members of the World Organization of the Scout Movement.

(b) Scout Organizations in the Region so desiring which have been designated by the World Scout Committee as Accredited National Scout Organizations.

(c) Scout Organizations in the Region upon which Associate status has been conferred by the Region in its Conference with the approval of the World Scout Committee.

2. Only one Scout Organization from any one country or territory may be recognized under Article IV.1

3. Associate status in the Asia-Pacific Region requires:

(a) Adherence to the general principles stated in Article V of the Constitution of the World Organization of the Scout Movement, particularly the provisions of paragraph 3 thereof.

(b) Registration with the Region as an Associate Organization.

(c) Payment of its registration fees to be determined by the Committee from time to time in respect of each case.

(d) Notification to the Regional Office and approval by the World Scout Committee of any intended changes of its Scout Constitution before they are finally implemented.

(e) Submission of an annual report to the Regional Office.

(f) Provision of good leadership, suitable leader training and sufficient resources so that the organization is capable of providing adequate services to its members and assuming all duties and responsibilities of an Associate Organization.

4. Each Member Organization shall have all the rights and privileges of membership of the Region including the following rights:

(a) to attend all Conferences, subject to payment of the Conference fees, if any;

(b) to be represented at any Conference by a maximum of six delegates and such number of observers as may be agreed to by the host organization;

(c) to have the right of voice at a Conference and the right to six votes;

(d) to receive all the publications of the Region, including circulars;

(e) to receive services from the Region, as practicable, in the form of visits, opportunity of the participation in courses and seminars, as well as other types of assistance;

(f) to attend Regional Jamborees, camps and other gatherings.

5. Each Accredited Organization and each Associate Organization of the Region shall have all the rights and privileges accorded to a Member Organization except that:

(a) it can only be represented at any Conference by a maximum of two delegates and two observers;

(b) it has the right of voice but not the right to vote at any Conference; and

(c) it shall not have the right to nominate candidates or to have its members nominated for election to the Committee.

6. The Committee shall investigate an application for Associate Status by any Scout Organization. If it considers that the requirements laid down by the Article IV.3 of this Constitution are fulfilled, it shall make the necessary recommendations to both of the World Scout Committee and each Member Organization in the Region. If within three months the recommendation is unopposed, or opposed by less than two of the Member Organizations the Committee shall favourably endorse this Scout Organization for Associate status. If two or more Members oppose admission, the endorsement of the recommendation shall be referred to the next meeting of the Conference which shall decide the question by a two-third majority of the votes cast. Notwithstanding the foregoing, if the World Scout Committee shall oppose admission, the Committee shall decline the application accordingly.

7. The Committee may provisionally suspend the Associate Status of an Organization which, to its opinion, no longer fulfills the requirements. If the Committee maintains its suspension, the Conference at its next meeting shall hear the report of the Committee and invite the suspend-

ed Organization to make its written and oral comments. The Conference has the power to decide on an appropriate course of action. If its decision is to expel that Organization, such decision requires a two-third majority of the votes cast. The expulsion of an Associate Organization shall only become effective with the approval of the World Scout Committee.

8. Any Member Organization, Accredited Organiza - tion or Associate Organization of the Region may withdraw from the Region by written notice addressed to the Regional Director. Withdrawal shall take effect on 30th September of the second year following that during which the notice was given, subject to the fulfillment of all obligations to the Region, including financial obligations.

9. Any Constituent Organization, which for any reason, ceases to be part of the Organization, shall no longer be entitled to the privileges and services of the Region or to the use of its emblem.

CHAPTER III

THE REGIONAL SCOUT CONFERENCE

ARTICLE V

Composition

1. The Conference is the forum and governing organ of the World Organization in the Asia-Pacific Region.

2. The Conference shall be held every three years at such date and place as may be designated or arranged by the Conference during its session or by the Committee.

3. The presence of one half of the total number of Member organization shall constitute a quorum.

4. The Conference shall adopt its own Rules of Proc edures.

ARTICLE VI

Functions

The Functions of the Conference shall be as follows:

1. To do all things necessary to carry out the purpose of the Region as set out in Article II.1 hereof.

2. To hold elections as provided for in this Const itut ion.

3. To consider reports and recommendations from the World Scout Conference and World Scout Committee and make recommendations thereon.

4. To consider recommendations brought forward by Constituent Organizations and, in accordance with this Constitution, to make decisions thereon.

5. To consider and, in accordance with this Constitution adopt proposed amendments to this Constitution.

ARTICLE VII

Meetings

1. Each Member Organization is entitled to send to the Conference not more than six delegates and a number of observers as agreed to by the host organization.

2. A Member Organization which forfeits the right to vote at a meeting of the World Conference under Article XI.5 of the Constitution of the World Organization shall also be excluded from voting at the Regional Conference.

3. Each Accredited Organization and each Associate Organization of the Region is entitled to send to

the Conference delegates and observers as set-out in Article IV.5 above.

4. Each potential Member Scout Organization and each branch in the Asia-Pacific Region of a recognized Member Scout Organization in another Region may be invited by the Committee, in consultation with the host organization, to send observers to the meetings of the Conference.

5. Each delegate or observer shall be of good standing in the Scout Organization to which he belongs and duly certified in such capacity by its responsible Scout authority.

6. Representatives of the World Association of Girl Guides and Girl Scouts, the UNESCO and other youth-serving agencies may be invited by the Committee, in consultation with the host organization, to send observers to the Conference.

7. An Organizing Committee and a Secretariat for the Conference shall be formed jointly by the host Organization and the Regional Office and they will assist the Committee in promoting and carrying out the Conference, in accordance with the Conference Guide and Organization prepared by the Committee.

8. The Conference programme shall be prepared by the Committee giving consideration to suggestions from the World Scout Committee, Constituents Organizations and host organization.

9. The host organization through the host organizing committee and with the approval of the Committee, may charge a Conference fee to each delegate and observer to cover expenses for the Conference.

CHAPTER IV

THE REGIONAL SCOUT COMMITTEE

ARTICLE VIII

Composition

1. The Committee shall consist of ten persons from Member Organizations in the Region who shall be elected by the conference by secret ballot for a term of six years.

2. In no case shall more than one person from any one Member Organization be a member of the Committee at any period.

3. Five members of the Committee shall retire at each Conference and five new members shall be elected to take their places.

4. A retiring member of the Committee shall only be eligible for re-election after a lapse of three years.

5. The elected Chairman of the Young Adult Member Group during his/her term of office shall be an additional member of the Committee who shall have the same rights and obligations as the other ten members and the restriction in 2 above shall not apply in such case.

Resignations, Suspension, Vacancies

6. In the interval between meetings of the Conference, the Committee may accept resignations, suspend membership and fill vacancies as follows:

(a) The position of an elected member in the Committee shall be ipso facto vacant when such member resigns or no longer belongs to a Member Organization.

(b) The Committee may, by simple majority, provisionally suspend the membership of any member who is no longer able to fulfill the requirements and/or to perform and/or to discharge his/her duties required of him/her as stated in Article IX by his/her consecutive absence for no less than three Committee meetings or non-attendance within a 12 month period from his/her last attendance at a Committee meeting.

(c) If the Committee maintains its suspension of that member with a view to terminating his /her membership in the Committee, the Committee shall invite the suspended member to make written or oral comment and report his/ her suspension together with the Committee's recommendation of termination of membership to the next meeting of the Conference which shall decide the appropriate course of action on that member.

(d) Any vacancy caused by the death of a member, resignation or termination shall be filled by a person who received the next highest votes in the last election of the Conference co-opted by the Committee until the next meeting of the Conference, when a new member shall be elected.

(e) Members who fill a vacancy under 6 (d) above are eligible as nominees to the next regular list of nominations and shall be eligible for the full six-year term commencing from the date of election.

Officers

7. After every triennial election of new members, the Committee shall elect from amongst its members, a Chairman and two Vice-Chairmen.

8. The Chairman or one of the Vice-Chairmen elected under Article VIII (7) be entitled to attend the meetings of the World Scout Committee as an ex-offcio non-voting member.

9. If the Chairman or one of the two Vice-Chairmen elected are unable to attend any meeting, the committee may elect from amongst its members a temporary Chairman for the meeting.

10. The Committee shall propose a person for appointment as Treasurer by the Treasurer of the World Scout Committee.

ARTICLE IX

Functions

The Committee shall have the following functions:

1. To act on behalf of the Conference between its meetings and to appoint sub-committees or study committees as may be needed.

2. To implement the resolutions of the World Scout Conference, the World Scout Committee and the Asia-Pacific Regional Scout Conference which affect the Movement in the Region.

3. To serve as a consultative body to the World Scout Committee.

4. To act as an advisory body for any Scout Organization requiring advice and help.

5. To serve as a steering committee for the Conference or other regional gatherings approved by the Committee.

6. To promote cooperation and mutual assistance amongst the Scout organizations in the Region.

7. To promote good relations in the Region with other non-political or social organizations such as religious groups, educational authorities and civic groups.

8. To formulate strategies for the development of Scouting in the Region.

ARTICLE X

Committee Meetings

1. The committe shall meet at least once ever year at a place determined in each case according to the convenience of its members.

2. Five members of the Committee shall constitute a quorum for the meeting of the Committee, at which the Regional Director or his authorized representative shall be present. A review of the achievements during the period and the report of the Regional Director shall be presented to the meeting.

3. Each member of the Committee shall have one *vote*. Resolutions shall be taken by a simple majority. In the event of a tie, the motion is defeated.

   Votes may be cast in person or in writing. Written votes shall be received by the Regional Office not less than 3 days before the meeting.

4. There shall be an Executive Committee composed of the Chairman and the two Vice Chairmen with the attendance of the Regional Director.

   (a) The Executive Committee is empowered to act on behalf of the Committee on urgent matters requiring decisions between the meetings of the Committee, and the Regional Director shall, within seven days after such decisions, send a copy thereof to all members of the Committee.

   (b) Any member of the Committee may object to any or all of such decisions and shall be entitled to lodge such objection and the reasons thereof in writing with the Regional Director within twenty-one days from the date on which a copy of such decisions was sent.

   (c) The decision or decisions which are the subject of such objection received by the Regional Director shall not be acted upon but deferred for decision either by postal ballot or at the next Committee meeting.

CHAPTER V

THE REGIONAL OFFICE OF THE WORLD SCOUT BUREAU

ARTICLE XI

Composition

1. The Regional Office is a branch of the World Scout Bureau.

Functions

2. The functions of the Regional Office are:

   (a) To serve as a Secretariat of the Region.

   (b) To serve as a Secretariat of the World Organization of the Scout Movement in matters relating to the Region.

   (c) To provide the services necessary for the promotion of the Scout Movement throughout the Asia-Pacific Region.

(d) To maintain relations with National Scout Organizations and to assist them in the development of Scouting.

(e) To act as branch of the World Scout Bureau in conformity with Article XVII, paragraph 2 of the Constitution of the World Organization of the Scout Movement.

Regional Director

3. The Regional Office shall be directed by a Regional Director who is appointed by the World Scout Bureau in agreement with the Regional Committee, is paid by the World Scout Bureau and reports to the Secretary General of the World Organization of the Scout Movement, to whom he is responsible, and to the Regional Committee. The Regional Director shall serve as Executive Secretary to the Committee.

Finances

4. The financing of the Regional Office shall be determined by the World Scout Committee in consultation with the Committee. The Committee may initiate schemes or plans as needed to finance training and development projects or activities to supplement the budgetary allocation from the World Scout Bureau to the Regional Office.

CHAPTER VI

AMENDMENTS TO THE CONSTITUTION AND BY-LAWS

ARTICLE XII
Amendments to Constitution & By-Laws

1. This Constitution and By-Laws may be amended by two-third majority vote of those Member Organizations present and voting.

The Regional Office shall solicit from Member Organizations any proposed amendments nine months before the opening date of the Conference.

Texts of the proposed amendments must be received by the Regional Office six months before the opening date of the Conference and circulated to all Member Organizations at least three months in advance of the opening date of the Conference.

Amendments so carried shall become effective upon approval by the World Scout Committee.

BY-LAWS

BY-LAW I

THE REGIONAL SCOUT CONFERENCE

Section 1: Notice of Meetings

Formal notice of the Conference shall be sent by the Regional Office to all Constituent Organizations at least six months in advance of the opening day of the Conferenge. The notice, to such extent as may be possible, shall include the Agenda of the Conference.

Section 2: Agenda of Meetings

(a) Draft copies of the programme/agenda of the Conference shall be sent to the members of the Committee and to all Constituent Organizations at least nine months in advance of the start of the Conference for their information and suggestions.

(b) Suggestions on the programme/agenda of the Conference must reach the Regional Office six months before the opening date of the Conference.

(c) Political propaganda of any character, written or verbal, national or international, shall not be permitted at any Conference and shall be ruled out of order by the Chairm an.

Section 3: Appointment of Chairman and Vice-Chairman

The Committee shall appoint a Chairman and a Vice-Chairman of the Conference from amongst its own members present at the Conference. If the Committee desires, it may appoint a national leader of the host Scout organization as an additional Conference

Vice-Chairman. These appointments shall be for the period of the Conference only.

Section 4: Secretary of the Conference

The Regional Director shall serve as the Executive Secretary of the Conference.

Section 5: Credentials

Two members of the Conference, appointed by the Committee, shall be in-charge of verifying the credentials of delegates to the Conference . They shall be assisted by the Executive Secretary of the Conference.

Section 6: Voting

(a) Voting at any Conference shall be by Member Organizations only, each having a maximum of six votes.

(b) Member Organizations shall have the right to vote at all sessions of the Conference.

(c) Voting shall be by secret ballot or viva voce as the situation may require.

(d) Delegates of Accredited Organizations and Associate Organizations, and observers shall be allowed to participate in the Conference deliberations but they shall not take part in the voting.

(e) Three Tellers nominated by the Committee shall be appointed by the Conference to count the number of votes cast and to announce the result of any vote taken. If a Member Organization wishes to abstain from voting, the ballot or voting paper must be returned marked "ABSTAIN" and any such action shall have no significance, either for or against,

in determining the result of the ballot. All voting papers must be returned to the Tellers.

(f) The number of *votes* are not to be announced in the case of elections and other voting affecting personalities. In other cases, the number of *votes* may be given, if it is the general wish of the participants.

g) If an equal number of *votes* are given for and against a resolution or amendment, the resolution or amendment shall be deemed to have been defeated.

Section 7: language

The official language of the Conference is English.

BY-LAW II

THE ASIA-PACIFIC SCOUT COMMITIEE

Section 1: Notice of Meetings

All calls for meeting of the Committee shall be sent so as to be received by the members of the Committee under ordinary conditions at least two months in advance for the time set and the notice shall include the tentative agenda for the meeting.

Section 2: Election of Committee Members

(a) The Regional Office of the World Scout Bureau shall notify all Member Organizations of the expiry of the term of office of members concerned at least nine months in advance of the holding of the Conference. Further, it shall request each Member Organization to submit its nomination, if any, for membership in the Committee.

(b) The nomination of a candidate for election to the Committee shall be made or endorsed by his National Scout Organization in the Region. The Nominee shall be a member, in good standing, of his own National Scout Organization. Nominations for candidates to the Committee shall reach the Regional Office in writing by a specified date not later than six months in advance of the opening date of the Conference, by which date nominations shall be closed.

(c) The list of the candidates shall be sent by the Regional Office to every Member Organization not later than two weeks after the deadline for submission of nominations specified in section 2(b) *above*.

No further addition to the list shall be subsequently accepted.

Section 3: The term of office of the Chairman and the two Vice-Chairmen shall be from Conference to Conference and shall cease at the end of each Conference.

Section 4: **Consultants**

The Committee may invite any competent person, whose presence it deems useful, to participate in one or more of its meetings as a consultant having no right of vote.

Section 5: **Conduct of Affairs**

The Regional Director shall submit matters by correspondence to the Committee members in between meetings of the Committee.

*****

