

## **CONSTITUTION**

The following is a proposed copy of the Constitution and By-Laws for the South African Chapter:

### **ARTICLE I.**

#### **NAME AND OBJECTIVE**

##### **Section 1. Name of the Chapter**

South African

##### **Section 2. Objectives and Purposes:**

- A. To unite for mutual benefit, those public officials or private concerns engaged in the control of arson and other kindred crimes.
- B. To provide for an exchange of technical information and developments.
- C. To encourage cooperation between public service agencies and associations, to further the suppression of arson.
- D. To encourage high professional standards of conduct among arson investigators and to continually strive to eliminate all factors which interfere with the administration of crime suppression.
- E. To foster greater professional competence in the investigation techniques and recognition of the crime of arson.

### **ARTICLE II.**

#### **MEMBERSHIP**

##### **Section 1. Active Membership.**

Membership in the South African Chapter qualifies the individual member for active membership in the South African Chapter, subject to approval of the Chapter Board.

##### **Section 2. Honorary Life Membership.**

Honorary life membership in the I.A.A.I. qualifies the individual for honorary life membership in the Chapter, subject to approval of the South African Chapter Board.

### **ARTICLE III.**

#### **ELECTION, TERMS, AND OFFICES**

##### **Section 1. Eligibility for Office:**

Must be a member of the I.A.A.I.

##### **Section 2. Committee.**

The committee members for the Chapter should be as follows: President and the Secretary-Treasurer and two to four members.

##### **Section 3. Terms of Office.**

Each duly elected officer shall serve a one (1) year term.

##### **Section 4. Vacancies.**

In the event of a vacancy or vacancies on the Committee between annual meetings, the vacancy or vacancies shall be filled by the President, and the newly appointed member or members of the Committee shall hold office only until the next annual meeting.

In the event of a vacancy or vacancies in the office of President, or Secretary-Treasurer between annual meetings, the vacancy or vacancies shall be filled by the Committee, and the newly appointed officer or officers shall hold office only until the next annual meeting.

##### **Section 5. Election.**

The Committee shall be elected at the annual meeting in the month of December.

##### **Section 6. Nomination of Office Bearers.**

During each annual meeting, the President shall call for the nomination of members to serve on the Committee. At the time of the election, the floor shall be open for the purpose of additional nominations.

## **ARTICLE IV.**

### **GOVERNMENT**

#### **Section 1.**

The government of the South African Chapter shall be vested in the Committee and two-thirds (2/3) of the members present shall constitute a quorum.

#### **Section 2. Duties and Powers.**

The Committee shall have full power to initiate and transact all kinds of business necessary to the existence of the organization and the observance of its purposes. The Committee shall determine the date and location of the annual meeting and shall outline the program of activities during such meetings. They shall have general power to direct, control, and supervise the affairs of the South African Chapter.

#### **Section 3. President of the Chapter.**

The President of the chapter shall preside at all meetings of the Committee. The President shall be the Chief Executive Officer of the South African Chapter, and it shall be his/her responsibility to supervise and coordinate the activities of the Chapter and to preside at the meeting of the South African Chapter. He/She shall appoint appropriate Committees for the conduct of the activities of the South African Chapter and shall require reports at each annual meeting, and as otherwise desired from the Committees so appointed and from the officer of the South African Chapter.

#### **Section 4. Secretary-Treasurer.**

The Secretary-Treasurer shall keep the records and minutes of the organization and shall maintain a current roll of members and the Constitution and other documents of value. He/She shall be custodian and sole depositor of the funds of the organization and shall disburse such funds by check as authorized by the Committee for purposes, which promote the welfare and objectives of this organization. He/She shall render a complete summary of all income, disbursements, and balances whenever requested by the Board and to the membership at each regular meeting. A written copy of this report shall be made available to any member upon request. He/She shall receive and acknowledge all communications of the South African Chapter addressed to him/her or that which may be submitted to him/her by officers of the I.A.A.I. and perform such duties as assigned by the President.

#### **Section 5. Removal from Office and/or Membership.**

The Committee shall have the power to remove from office any officer or member of the Chapter for any of the following:

- A. Conduct or actions that would tend to discredit or would be detrimental to the reputation of the Chapter or International Association.
- B. For good cause, as submitted in writing, by any officer of the organization.
- C. Any officer or member shall have the right to appeal, provided his/her request is received in writing at least thirty (30) days following the removal.

## **ARTICLE V.**

### **MEETINGS**

#### **Section 1. Annual.**

The annual meeting shall be held at such time and place as may be fixed by the Committee. Notice hereof shall be mailed to each member at his/her last known address, not less than thirty (30) days in advance. Elections shall occur and other business may be presented at the annual meeting. When any questions comes before the meeting not specifically provided for herein, the presiding officer shall be governed in his/her decision, by the rules listed in Robert Rules of Order.

#### **Section 2. Special.**

Special meetings may be called by order of the Committee at such time and place as fixed by the Board, giving due notices thereof to all members at least ten (10) days in advance.

## **ARTICLE VI.**

### **FINANCE**

#### **Section 1. Dues.**

Dues for active and associate membership in the South African Chapter shall be R20 per month.

#### **Section 2. Audit.**

The Committee shall present audited statements that reflect the content of the accounts of the Secretary-Treasurer at each annual meeting and shall verify all assets and liabilities of the South African Chapter.

**Section 3. Gifts or Grants.**

All gifts or grants to the South African Chapter may be accepted by the Committee. The Secretary-Treasurer shall make proper acknowledgment of all such gifts or grants accepted.

**ARTICLE VII.**

**REQUIREMENTS**

**Section 1. Requirements.**

The Constitution may be amended at any regular or special meeting of the South African Chapter by a vote of two-thirds (2/3) of the members present.

**ARTICLE VIII.**

**OFFICIAL ORDER OF BUSINESS**

**Section 1. The order of business shall be:**

- A. Welcoming by the President.
- B. Roll call of officers.
- C. Reading of minutes.
- D. Post
- E. Financial Matters.
- F. Officer's Reports.
- G. Matters arising from the previous minutes.
- H. New Matters.

Closing