



IAPD
International Association
of Paediatric Dentistry

CONSTITUTION

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Amended

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Amended

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CONSTITUTION

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1 **ARTICLE I - NAME**

- 2
- 3 1. The Association shall be known as “The International Association of Paediatric
4 Dentistry” (IAPD), hereafter in this text, also as “the Association”.
- 5 2. The International Association of Paediatric Dentistry shall be an independent,
6 non-political, and non-profit making organization.

7 **ARTICLE II - LEGAL HEADQUARTERS**

- 8
- 9 1. The headquarters of the IAPD and its Secretariat are located in Genève.
- 10
- 11 2. The location of the Association may be changed under the following conditions:
- 12 a) Well-founded proposal put forward by the Board with the approval of 2/3 of its
13 members.
- 14 b) This proposal shall be submitted to the next Council Meeting following the Board
15 Meeting at which the proposal was made for approval by 2/3 of the members
16 present at the time the vote is taken.

17 **ARTICLE III - OBJECTIVES**

18

19 The objectives of IAPD shall be as follows:

20

- 21 1. To constitute a forum for the exchange of international information concerning
22 Paediatric Dentistry.
- 23
- 24 2. To contribute to the progress and promotion of oral health for children and
25 research in this field.
- 26
- 27 3. To arrange scientific meetings.

28 **ARTICLE IV – MEMBERS**

- 29
- 30 1. Membership of the Association shall consist of:
- 31

- 32 a) **National-Member Societies:** National Societies of Paediatric Dentistry or
33 specialized sections of National Dental Associations devoted to child oral health.
34 A nation can be represented by only one National Society or Section.
- 35 b) **Individual Members:** Any legally qualified dentist who is interested in paediatric
36 dentistry.
- 37 c) **Honorary Members:** The Association may confer Honorary Membership on a
38 limited number of distinguished persons, who have made extraordinary
39 contributions toward the realisation of the objectives of the Association.
- 40 d) **Senior Members:** Retired members, having attained 65 years of age, and who
41 no longer work in private practice, university or hospital are eligible for this
42 membership.
- 43 e) **IAPD Supported Members:** Membership in this category applies to those
44 applying for IAPD individual membership from low-income countries.
- 45 f) **Postgraduate Student Members:** Students in postgraduate paediatric dental
46 studies at a university or hospital are eligible for this membership.
- 47 g) **Affiliate members:** Non-paediatric dental organizations and other
48 organisations that have an interest in dental care for children may affiliate with
49 IAPD.
- 50
- 51 2. The admission of National-Member Societies shall be approved by a two-thirds
52 majority of those Council Members present and voting.
- 53
- 54 3. It is the obligation and responsibility of National-Members Societies to pay
55 annual dues payments
- 56
- 57 4. A National-Member Society wishing to withdraw from membership of the
58 Association is required to give written notice to the Secretary General six months
59 prior to termination of membership
- 60
- 61 5. An Individual or National-Member Society allegedly violating the Constitution
62 can be suspended by the majority of those Council Members present and voting,
63 until his or her final exclusion is decided upon. This member shall have received
64 written notice from the Secretary General on behalf of the Board of Directors
65 three months prior to the suspension. Such written notice shall state the reasons

66 for the suspension and thereby will offer the opportunity of presenting a defence.
67 The defence reply shall be submitted to the Secretary General and the Chair of
68 the Membership Committee within 60 days of notification of the effective
69 suspension by the Council. Such reply shall be examined by the Membership
70 Committee, which shall present its final recommendation at the next Council
71 Meeting at which a simple majority shall either revoke the suspension thereby
72 acquitting the accused or turn the suspension into definite exclusion.

73
74 6. In case of an application for reinstatement of membership from a former
75 National-Member Society or Individual Member, the application cannot be
76 considered until at least one year's dues of the existing debt has been settled or
77 a special arrangement made with the Secretary General.

78
79 7. An Individual Member whose annual dues are 6 months in arrears shall be
80 notified of this by the secretariat and shall be unable to exercise the rights and
81 privileges of an Individual Member until all outstanding dues have been paid.

82 **ARTICLE V - COUNCIL AND COUNCIL MEETINGS**

83
84 1. The Council shall consist of one voting Delegate representing each National-
85 Member Society. A National-Member Society may nominate an alternate
86 delegate who can attend the Council Meeting and who will only vote if the
87 Delegate is absent. All voting delegates to Council must hold current Individual
88 Membership in IAPD.

89
90 2. The Council shall be chaired by the President of IAPD.

91
92 3. The Council possesses full power to pursue the objectives of the Association.

93
94 4. Council Meetings shall be held at least every other year on the occasion of an
95 International Congress. The place and date of both meetings shall be decided
96 at the previous meeting.
97

98 5. The Secretary General shall send a written invitation to all National-Member
99 Societies eligible to send representatives to the Council Meeting and to all Board
100 and Committee Members, at least 6 months in advance of the Meeting.

101
102 6. An Agenda shall be sent at least 3 months in advance of the Meeting. Special
103 Council Meetings may be held at the discretion of the Board of Directors or by
104 written request from at least one-third of the National-Member Societies of the
105 Association.

106
107 7. A National-Member Society can be represented at the Council Meeting by
108 another National-Member Society. In such instances, a letter of authorization
109 shall be required. A Member can only be responsible for the vote of one absent
110 National-Member Society. One-third of the National-Member Societies shall
111 constitute a quorum.

112
113 8. With the exceptions stated in the Constitution and By-Laws, decisions shall be
114 made by a simple majority among the National-Members represented at the
115 Council Meeting. If the number of votes is equal, the president shall have the
116 option of casting the deciding vote, otherwise the motion lapses.

117
118 9. The Secretary General on behalf of Council shall be obliged to present a review
119 of the activities of the Association at each congress.

120
121 10. Affiliate Members shall be entitled to be represented by one delegate at Council
122 meetings without the right to address Council or vote.

123 **ARTICLE VI -BOARD OF DIRECTORS**

124
125 1. The Board of Directors will be entrusted with the management and
126 administration of the Association and shall be composed of:

- 127
128 The President
129 The President-Elect
130 The Immediate Past President

131 The Secretary General

132 The Editor

133 Four Elected Representatives for National-Member Societies.

134

135 2. All the above mentioned, shall have the right to vote at the meetings of the Board
136 of Directors, although the President, as Chairperson, will always abstain from
137 voting unless the vote is tied.

138

139 3. The members of the Board of Directors shall be elected by the Council. The
140 Secretary General, the Editor, and the Elected Representatives may be elected
141 to succeed themselves. Elected Representatives may serve for a maximum of
142 four years. The Secretary General and the Editor may serve for a maximum of
143 eight years. Neither the President nor the Immediate Past-President can be
144 elected to succeed themselves.

145

146 4. The President, President Elect, Past President and Secretary General shall
147 compose the Executive Committee, to work on pressing issues of IAPD in need
148 of decision. The committee may call upon Past-Presidents and Past-Secretary
149 Generals as needed and report to the Board their inclusion in the committee.
150 Critical decisions made should be reported to the Board of Directors at the next
151 Board meeting. Executive meetings may be called at any time by the President
152 or Secretary General.

153

154 5. Any member of the Board of Directors may be suspended immediately from his
155 or her position on the Board by a majority vote of the Board. This decision must
156 be ratified by a two-thirds majority of the members present at the next Council
157 meeting.

158

159 6. The Board of Directors shall meet formally at least once a year, the place and
160 time of meeting shall be determined at the previous Board Meeting and formal
161 notices and sent out by the Secretary General at least 3 months in advance of
162 the meeting. The detailed agenda and working papers will follow at least 4
163 weeks prior to the meeting. A member of the Board of Directors may be
164 represented by another member of the Board at a Board Meeting, who may vote

165 on his/her behalf. The intention to be represented by another Board member
166 must be submitted in writing to the Secretary General before the meeting. A
167 Board member can function as only one proxy in addition to his/her own vote.

168
169 7. Except for special cases stated in the constitution, a vote will be approved by a
170 simple majority of the Board Members.

171
172 8. The members of the Board of Directors shall be invited to participate in the
173 Council Meeting on a consultative basis, but shall not have the right to vote, with
174 the exception of the President, in the case of a tie. However, a member of the
175 Board who is also representing a National-Member Society retains his or her
176 privilege to vote.

177
178 9. The Editor shall be responsible to represent the Association's interests in the
179 publication of the International Journal of Paediatric Dentistry.

180
181 10. In the event of a vacancy in any of the Board of Directors positions, the
182 BOD shall act in the manner described in the By-Laws.

183
184 11. The IAPD shall indemnify and hold harmless any IAPD Board Member, member
185 of IAPD Committees, agent or representative against all claims and liabilities
186 and all costs and expenses, including attorney's fees, reasonably incurred or
187 imposed upon such persons in connection with or resulting from any action, suit
188 or proceeding, or the settlement or compromise of any action taken or to such
189 persons at the time such liabilities, costs or expenses are imposed or incurred
190 and, in the event of such person's death, shall extend to such person's legal
191 representatives.

192 **ARTICLE VII - BUDGETS AND ACCOUNTS**

193
194 1. The annual dues payable to the Association shall be based on the total
195 membership in a National-Member Society, in accordance with the agreed
196 formula voted upon by Council.

- 198 2. The accounts of the Association shall be drawn up by the 31st of December
199 each year. The accounts shall be presented by the Secretary General to the
200 Board of Directors annually at Board meetings.
201
- 202 3. On alternate years, the accounts shall be presented by the Secretary General
203 to the Council Meeting.
204
- 205 4. Accounts shall be audited annually. Accounts presented to Council shall be
206 audited by a professional accounting firm. Accounts presented to the Board at
207 an interim meeting may be audited by the Finance Committee or a professional
208 accountant.
209
- 210 5. Subject to a satisfactory financial situation of the Association, members of the
211 Board of Directors shall be entitled to claim travel and related expenses for
212 journeys on behalf of IAPD that have been approved in advance by the
213 Secretary General and the President.

214 **ARTICLE VIII - BY-LAWS**

215
216 The Constitution shall be supplemented with By-Laws approved by the Council.

217 **ARTICLE IX - AMENDMENTS TO ARTICLES, BY-LAWS, AND STANDING** 218 **ORDERS**

- 219
- 220 1. A suggested amendment made by a National-Member Society and seconded
221 by another National-Member society shall be sent to the Secretary General at
222 least 90 days prior to the Council Meeting and reviewed by the Constitution
223 Review Committee. The committee shall then refer its recommendation to the
224 Board of Directors. If approved, the amendment shall be brought to vote at the
225 Council meeting. The amendments shall be sent by the Secretary General to
226 National Members at least 60 days prior to the Council meeting.
227
- 228 2. Amendments to the Constitution shall be adopted when approved by 2/3 of the
229 National-Member Societies present and voting at two consecutive Council
230 Meetings.

231

232 3. Amendments to the By-Laws shall be adopted when approved by 2/3 of the
233 National-Member Societies present and voting at one Council Meeting.

234

235 4. Amendments to the Standing Orders shall be adopted by a vote of the majority
236 of the Board of Directors. Any changes in the Standing Orders will be reported
237 to the Council Meeting.

238 **ARTICLE X - DISSOLUTION OF THE ASSOCIATION**

239

240 1. Propositions concerning the dissolution of the Association may emanate from
241 Board of Directors or from the Council. The Board of Directors shall give written
242 notice to the National-Member Societies, in the case of such proposition, no less
243 than 60 days before the Council Meeting.

244

245 2. No decision on dissolution of the Association will be adopted unless voted at
246 two consecutive Council Meetings by a two-thirds majority of the existing
247 National-Member Societies.

248

249 3. The Council on the recommendation of the Board of Directors will determine the
250 ways to accomplish the dissolution of the Association.

251

252 4. After it has been dissolved, it is up to the Council to decide in which tax-exempt,
253 public-interest, Swiss-based institution with identical or similar mission to place
254 the remaining capital. Returning the capital to members is prohibited.

255

256 **ARTICLE XI - GENERAL DISPOSITIONS**

257

258 The official language of the Association shall be English. The Council has the right
259 to add further to the list of official language(s).