

## **CONSTITUTION of INTERNATIONAL POLICE ASSOCIATION PAKISTAN SECTION**

### **Article I – TITLE AND MOTTO**

1. The name of the Association shall be The International Police Association (IPA). Each member country shall have a National Section of the IPA. Its motto shall be 'Servo Per Amikeco' (service through friendship). The emblem of IPA is protected by copyright.

### **Article II – AIMS AND OBJECTS**

2. The IPA is an independent body made up of members of the police service, whether on active duty or retired, and without distinction as to rank, sex, race, colour, language or religion. Its purpose is to create bonds of friendship and to promote international co-operation.

3. The IPA is committed to the principles set out in the Universal Declaration of Human Rights as adopted by the United Nations in 1948. Its aims include the development of cultural relations amongst its members, a broadening of their general knowledge, and an exchange of professional experience; in addition, it seeks to foster mutual help in the social sphere and to contribute within the limits of its possibilities, to the peaceful coexistence of different peoples and to the preservation of world peace.

4. To attain the above aims and objects, the International Police Association Pakistan Section (hereinafter 'the Section') undertakes to -

a) encourage personal contacts by organizing exchange visits of individuals and groups, arranging group holidays and initiating pen friendships; b) promote among the police services of all National Sections respect for law and order; c) develop social and cultural activities and to encourage the exchange of professional experiences; d) enhance the image of the police in the countries of its member Sections and to help improve relations between the police and the general public; e) foster youth exchanges and international youth meetings with a view to promoting greater tolerance and understanding between people, and understanding for the work of the police.; f) facilitate a regular exchange of publications between the National Sections and to provide an information service for the national publications containing news on all subjects of relevance to the IPA; g) promote international publications, and to help with the preparation of a bibliography of police works and, wherever possible, of all works connected with the law or legal matters; and h) facilitate international co-operation through friendly contacts between police officers of all continents and to contribute to a mutual understanding of professional problems.

5. The Section shall also strive to publish a journal or newsletter, dedicated to the aforementioned objectives, for circulation to the general membership in Pakistan and the Office of the International Secretary General of the IPA.

### **Article III – POWERS**

6. With a view to the attainment of its objects, the Section shall have power to-

a) arrange organized courses of instruction, conferences or debate on any one or more of the objects of the IPA on such terms and conditions and upon the payment of such fees (if any) as may from time to time be determined; b) purchase or otherwise acquire any land or buildings to be used for any purpose of the Section and generally any property, real or personal or any estate or interest therein, required for

any purpose of the Section, and to hold, sell, lease, deal with and dispose of the same in such manner as may be thought expedient for the purposes of the Section; c) borrow or raise money, and to mortgage and charge all or any part of the property of the Section for the purpose of promoting its objects; d) co-operate with or subscribe to any other association, institute, society or corporation in any part of the world, whose objects are, or include, objects in general respects similar to the objects of the IPA. Membership of any other organisation, or participation in business enterprises, regardless of their purpose, requires the prior consent of the International Executive Council of IPA (Article 7.5, IS); e) undertake and execute any trusts which may lawfully be undertaken by the Section and in case the Section shall take or hold any property which may be subject to any trusts, the Section shall only deal with or invest the same in such manner as is allowed by law, having regard to such trusts; f) accept and use gifts or money or other property received for any one or more of the objects of the Section; g) invest and deal with any monies of the Section not immediately required for its objects in or upon such investments and in such manner as may be thought fit; h) take such steps by personal or written appeals, public meetings or otherwise as may from time to time be deemed expedient for the purpose of procuring contributions to the funds of the Section in the form of donations or otherwise; i) establish and support or aid in the establishment and support of any charitable association or institutions, and to subscribe or guarantee any money for charitable purposes in any way connected with the objects of the Section; j) publish or procure the publication and circulation of books, periodicals and pamphlets relating to the objects of the Section; and k) do all such other things as are incidental or conducive to the attainment of all or any of the objects of the Section: Provided that the Section shall not support or engage in any activity that may interfere with the ordinary activities of a police organisation, which is of a political or racial nature, or which is directly or indirectly concerned with pay, pensions or the conditions of service of the members of a police service.

#### **Article IV - COMPOSITION OF IPA PAKISTAN SECTION**

##### **REGIONS**

7. The IPA Pakistan Section shall consist of Regions, which shall in the ordinary course correspond to respective police / law enforcement agencies in Pakistan, e.g. Punjab Police, Sindh Police, Khyber Pakhtunkhwa Police, Balochistan Police, Islamabad Capital Territory Police, Gilgit Baltistan Police, Azad Jammu and Kashmir Police, Intelligence Bureau, Federal Investigation Agency, Pakistan Motorways and Highways Police, Pakistan Railways Police, Frontier Constabulary.

##### **Article V - MEMBERSHIP**

8. Membership shall be open to serving and retired members of police / law enforcement agencies on payment of such subscription and annual renewal fee as may from time to time be determined for each membership category by the National Council. Membership shall stand terminated, if not renewed by 31st March each year: Provided that the National Council may approve a reduced fee structure for members who have retired from service.

9. Subject to Rules, there shall be the following categories of membership:

a) Ordinary membership b) Life membership c) Honorary life membership d) Foreign associate membership e) Ancillary membership f) Overseas membership

10. By applying for the membership, a person shall be acknowledging loyalty to the Section, as also his / her adherence and obedience to its Constitution and the Rules.

11. A member shall cease to be a member if he or she resigns his / her membership, is removed or compulsorily retired or dismissed from service or is involved in conduct which in the opinion of the National Executive Committee is tantamount to violating the Constitution / Rules or bringing the Section into disrepute.

## **Article VI – CONTROL AND ADMINISTRATION**

### **NATIONAL COUNCIL**

12. The overall control of the Section shall vest in the National Council to be headed by the President of the National Executive Committee.

13. The National Council shall consist of the following officers:

(a) Officers of the National Executive Committee (b) Officers of the Regional Executive Committees (c) Immediate Past President (d) Immediate Past Secretary General (e) Any member represented at the Permanent Executive Bureau of the IPA

14. The National Council shall hold its Annual General Meeting, as far as practicable, in the month of March every year. Items for the agenda shall be circulated by the Secretary General, with the approval of the President, ordinarily at least fifteen days prior to the meeting.

15. At the meetings of the National Council, any member of the Section may attend and speak, but only the officers of the National Council, in good standing, shall have the right to vote.

16. The National Council shall approve and revise rates of subscription and annual renewal fee for each category of membership, from time to time, having regard to the estimated income and expenditure of the Section and the Regions.

17. The National Council shall have authority to make and amend Rules governing the Section. Such Rules shall form an integral part of the Constitution of the Section.

18. The National Council, with a two-third majority of its total strength (excluding any vacant position), shall have authority to amend the Constitution of the Section.

19. The National Council will acknowledge the authority of the International Executive Council, upon which it is represented, and will undertake to carry into effect the policy and directives of the International Council, as far as practicable, subject to the laws, regulations and service orders governing the members of the Section, and also its Constitution and the Rules.

### **NATIONAL EXECUTIVE COMMITTEE**

20. The day to day control, direction and management of the Section shall vest in the National Executive Committee.

21. The National Executive Committee shall consist of the following officers:

(a) President (b) Vice-President (c) Secretary General (d) Assistant Secretary General (e) Treasurer (f) Assistant Treasurer

22. The Officers of the National Executive Committee shall be elected by the National Council for a term of four<sup>\*1</sup> years and upon expiration of the term they may offer themselves for re-election. In case of more than one nomination for a post, the voting shall be by secret ballot.

23. The National Executive Committee may co-opt a Chairperson of the Regional Executive Committee or any member or expert to assist it in carrying out its functions.

24. The National Executive Committee shall have power to act on behalf of the National Council in any matter which in its opinion may require immediate attention.

25. The National Executive Committee shall have power to refuse membership or to suspend or terminate membership of a member who in its opinion may be involved in misconduct.

26. Meetings of the National Executive Committee may be held as and when required, but at least twice a year. Items for the agenda shall be four circulated by the Secretary General, with the approval of the President, ordinarily at least 15 days prior to the meeting. A copy of the minutes of each meeting shall be circulated as soon as practicable to every member of the Section.

27. If a vacancy occurs in the National Executive Committee, it shall be filled in through election in the next meeting of the National Council: Provided that the term of office of a member elected to fill a casual vacancy shall be the unexpired term of the member whose vacancy he or she has filled.

## **REGIONAL COMMITTEE**

28. Subject to the Constitution, the management of the Region shall vest in the Regional Committee to be headed by the Chairperson of the Regional Executive Committee.

29. All members, in good standing, belonging to a Region shall constitute the Regional Committee and shall have voting rights at the meetings of the Regional Committee.

30. The Regional Committee shall meet at least once every three months. Items for the agenda shall be circulated by the Secretary, with the approval of the Chairperson, ordinarily at least fifteen days prior to the meeting.

31. The Annual General Meetings of the Regions shall be held, as far as practicable, in the month of February every year, but invariably at least 30 days before the Annual General Meeting of the National Council.

32. At the meetings of the Regional Committee, any member of the Section may attend and speak, but only members of the Regional Committee, in good standing, shall have the right to vote.

33. The Regional Committee shall approve the annual audited account of the Region, before it is placed before the National Council for approval.

## **REGIONAL EXECUTIVE COMMITTEE**

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<sup>1\*</sup> Amended in the 3<sup>RD</sup> Annual Meeting of the National Council dated 11<sup>th</sup> April, 2015.

34. There shall be a Regional Executive Committee for every Region. The Regional Executive Committee shall consist of the following office-bearers:

(a) Chairperson (b) Vice Chairperson (c) Secretary (d) Treasurer

35. The Regional Executive Committee shall be elected for four<sup>\*2</sup> years by all members of the Regional Committee, in good standing, through secret ballot.

36. The Regional Executive Committee may co-opt any member or expert to assist it.

37. Subject to the Constitution, the day to day management of the Region shall vest in the Regional Executive Committee.

38. The Regional Executive Committee shall have power to act on behalf of the Region in any matter which in its opinion may require immediate attention. Any order made in exercise of this power shall be promptly conveyed to the Secretary General for placing it before the National Executive Committee and the National Council in their next meetings.

39. Meetings of the Regional Executive Committees may be held as and when required, but at least once every three months. Items for the agenda shall be circulated by the Secretary, with the approval of the Chairperson, ordinarily at least fifteen days prior to the meeting.

40. If a vacancy occurs in the Regional Executive Committee, including due to transfer of an office-bearer out of the Region, it shall be filled in through election in the next meeting of the Regional Committee:

Provided that the term of office of a member elected to fill a casual vacancy shall be the unexpired term of the member whose vacancy he has filled.

41. The Regional Executive Committee will acknowledge the authority of the National Executive Committee, upon which it is represented, and will undertake to carry into effect the policy and directives of the latter in letter and spirit.

42. The Regional Executive Committee shall promptly inform the National Executive Committee of the decisions / minutes of the meetings of the Regional Committee and the Regional Executive Committee. A copy of the minutes of each meeting shall also be circulated as soon as practicable to each member of the Regional Committee and placed on the website of the Section.

43. In the event of a Region being dissolved, any assets of the Region, after satisfying its debts and liabilities, if any, shall be transferred to the central account of the Section.

## **BRANCHES**

44. In order to encourage and promote social and cultural activities at the local level, a Region may have as many Branches of at least twenty-five members each as the National Council may authorise. Meetings of each Branch may be held as and when required, but at least once every three months.

45. The National Council may from time to time issue guidelines for efficient functioning of the Branches.

## **QUORUM FOR MEETINGS**

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<sup>2\*</sup> Amended in the 3<sup>RD</sup> Annual Meeting of the National Council dated 11<sup>th</sup> April, 2015.

46. Except where the Constitution otherwise provides, the quorum for a meeting shall be 50% of total membership of the National Council, National Executive Committee, Regional Committee, Regional Executive Committee or a Branch Committee, as the case may be, and any decisions shall be made by a simple majority of those present: Provided that in case of tie, the President or the Chairperson, as the case may be, shall have a casting vote.

#### **Article VII – FINANCE**

47. All monies of the Section and the Regions shall be kept in the accounts maintained in a bank.

48. The initial subscription and the annual renewal fee of each member shall be credited only into the central account of the Section. No such amount shall be received in cash. The National Council may approve what percentage of income under this head may be reimbursed to each Region. The National Council may also approve mechanism for financial support for the families of Shaheed members, or any other expenditure connected with the business of the Section.

49. The Section's central account shall be operated jointly by the President and the Treasurer, and the account of a Region by its Chairperson and the Treasurer.

50. An Income and Expenditure Annual Account and Balance Sheet of the Section and each Region shall be prepared showing their financial positions as on 31st December each year.

51. Accounts of the Section and the Regions shall be audited annually by a Chartered Accountant or a firm of Chartered Accountants, duly approved by the National Executive Committee. Every member shall be entitled to receive, upon demand, a certified copy of the Income and Expenditure Account and Balance Sheet.

52. Audited accounts of the Section and the Regions shall be presented for approval in the Annual General Meeting of the National Council and shall also be placed on the website of the Section.

53. All reasonable expenditure incurred while attending authorised meetings of National Council or National Executive Committee, including for performing duties related to the Election Commission or the Ombudsman or National Editor, shall be reimbursed from the central account, having regard to the rates of TA/DA admissible to the government / public servants of corresponding scales. Expenditure for attending meetings at the Regional level or in relation to their functioning shall be met by the respective Regions.

54. Where donations are solicited or tickets are sold for admission to any activity duly authorised by the National Executive Committee, necessary care shall be taken by all concerned to ensure transparency and integrity of every step of the entire process. No cash will be received except under an official receipt, duly numbered and signed by the Secretary General and the Treasurer, or the Chairperson and the Treasurer, as the case may be.

55. No amount exceeding Rs. 10,000 shall be paid from the Association's account, except through a crossed cheque.

#### **Article VIII – ELECTION COMMISSION**

56. There shall be an Election Commission consisting of a former member of the National Executive Committee, in good standing, who has remained a member of the Section for at least five years, and who himself or herself is not a candidate in the elections.

57. The Commission shall be appointed by the National Council for a renewable term of four years.

58. The Commission shall be responsible for conducting elections for the National and the Regional Executive Committees honestly, justly, fairly and impartially, as per the Constitution.

59. The Commission shall have power to devise its own procedure for carrying out its mandate.

60. The Commission may co-opt any person to assist it in efficient performance of its functions.

61. Any premature dissolution or termination of the Commission shall require 2/3rd majority of the total membership of the National Council.

#### **Article IX – THE OMBUDSMAN**

62. There shall be an Ombudsman who is an independent person of high integrity and standing.

63. The Ombudsman shall be appointed by the National Council for a renewable term of three years.

64. The Ombudsman shall be responsible for deciding any complaint from a person who has been refused membership or whose membership has been terminated by the National Executive Committee on grounds of misconduct. The Ombudsman shall also have power to hear any complaint of electoral malpractice.

65. For reasons to be recorded in writing, the National Council may exceptionally accept a representation against the decision of the Ombudsman: Provided that any member of the National Council who may have earlier dealt with the complaint or against whom there are allegations of electoral malpractice shall recluse from the meeting.

66. In the event that the National Executive Committee is unable to continue its work as a result of loss of over half of its members, the President may request the Ombudsman to appoint a Crisis Committee. This Crisis Committee shall be responsible for the conduct of business of the Section until new elections can be held at a meeting of the National Council. This meeting shall take place as soon as practicable and in any case within 6 months of the Crisis Committee being formed.

#### **Article X – DISSOLUTION OF SECTION**

67. The dissolution of the Section may only occur with the unanimous agreement of an Extraordinary National Council Meeting. If upon such dissolution there remains, after satisfaction of any debts and liabilities, any property whatsoever, the same shall be given or transferred to such charitable institution(s) as may be having similar aims and objects and as determined by the Extraordinary National Council Meeting convened for such purpose at or before the time of dissolution.

#### **Article XI – APPLICATION OF CONSTITUTION**

68. This document, named the Constitution, shall apply, with immediate effect, only to the Pakistan Section of the International Police Association.

## **Article XII - REMOVAL OF DIFFICULTIES**

69. If any difficulty arises in giving effect to the provisions of the Constitution, or for bringing the provisions into effective operation, the National Executive Committee, with a majority of its total membership, shall order the removal of the difficulty as it may deem necessary and expedient: Provided that any order so made by the National Executive Committee shall remain in force until it is disapproved by a majority of the total membership of the National Council.

## **Article XIII - REPEAL AND SAVING**

70. The Constitution dated 10th September 1996 is hereby repealed, without in any way prejudicing the orders made or actions already taken.