



**IAPD**  
International Association  
of Paediatric Dentistry

# CONSTITUTION

Amended June 1987  
First Council consent - Toronto 7/6/1987  
Second Council consent - Athens 31/5/1989

Amended  
First Council consent - Athens 31/5/1989  
Second Council consent - Kyoto 27/9/1991

Amended  
Passed by Council –Gothenburg - 8/6/1995  
Confirmed & passed by Council – Buenos Aires 17/9/97

Amended June 2001  
First Council consent – Paris 13/9/2001  
Second Council consent – Paris 13/09/2001

Amended June 2007  
First Council consent – Hong Kong 13/6/2007  
Second Council consent - Hong Kong 13/6/2007

Amended June 2013  
First Council consent – Seoul 12/6/2013  
Second Council consent – Seoul 12/6/2013

Amended October 2017  
First Council consent – Glasgow 1/6/2015  
Second Council consent – Santiago 4/10/2017

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# CONSTITUTION

## ARTICLE I - NAME

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

## ARTICLE II - LEGAL HEADQUARTERS

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

## ARTICLE III - OBJECTIVES

The objectives of IAPD shall be as follows:

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

## ARTICLE IV - MEMBERS

- 40 1. Membership of the Association shall consist of:
  - a. **National Member Societies:** National Societies of Paediatric Dentistry or specialized sections of National Dental Associations devoted to child oral health. A nation can be represented by only one National Society or Section. Only individual members of National Member Societies have the right to vote at Council Meeting.
  - b. **Individual Members:** Any legally qualified dentist who is interested in paediatric dentistry. Only an individual member may hold a Board or committee position or be a voting delegate to the Council, or nominate a

50 member for election to the Board of Directors on behalf of a National Member Society. .

c. **Honorary Members:** The Association may confer Honorary Membership on a limited number of distinguished persons, who have made extra-ordinary contributions toward the realisation of the objectives of the Association.

d. **Senior Members:** Retired members, having attained 65 years of age, and who no longer work in private practice, university or hospital are eligible for this membership.

60 e. **IAPD Supported Members:** Membership in this category applies to those applying for IAPD individual membership from low-income countries.

f. **Postgraduate Student Members:** Students in postgraduate paediatric dental studies at a university or hospital are eligible for this membership.

g. **Affiliate members:** Dental and other Organisations that have an interest in dental care for children may affiliate with IAPD.

70 2. The admission of National Member Societies shall be approved by a two-thirds majority of those Council Members present and voting. Applications for National Membership shall be accepted by the Secretary General up to 60 days before a Council Meeting, and are subject to ratification by the Board of Directors at its next meeting and shall then be presented to Council.

3. It is the obligation and responsibility of National Members Society to pay annual dues payments. A National Member Society whose dues are two years in arrears must be notified of this in writing by the Secretary General. If the National Member Society fails to meet their dues commitment, it shall be  
80 reported to the Board and Council. Unless there is an unusual circumstance, the Secretary General should recommend to Council that the National Member Society shall cease to be a member. Debts shall not be written off by the termination of membership.

A National Member Society wishing to withdraw from membership of the Association is required to give written notice to the Secretary General six months prior to termination of membership

90 4. An Individual or National Member Society allegedly violating the Constitution can be suspended by the majority of those Council Members present and voting, until his or her final exclusion is decided upon. This member shall have received written notice from the Secretary General on behalf of the Board of Directors three months prior to the suspension. Such written notice shall state the reasons for the suspension and thereby will offer the opportunity of presenting a defense. The defense reply shall be submitted to the Secretary General and the Chair of the Membership Committee within 60 days of notification of the effective suspension by the Council. Such reply shall be examined by the Membership Committee, which shall present its final recommendation at the next Council Meeting at which a simple majority shall

100 either revoke the suspension thereby acquitting the accused or turn the suspension into definite exclusion.

An Individual Member whose annual dues are 6 months in arrears shall be notified of this by the secretariat and shall be unable to exercise the rights and privileges of an Individual Member as set out in IV.1.b until all outstanding dues have been paid.

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

### **ARTICLE V - COUNCIL AND COUNCIL MEETINGS**

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

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

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

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

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

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

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

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

- 150 9. The Secretary General on behalf of Council shall be obliged to present a review of the activities of the Association at each congress.
10. Affiliate Members shall be entitled to be represented by one delegate at Council meetings without the right to address Council or vote.

## **ARTICLE VI -BOARD OF DIRECTORS**

- 160 1. The Board of Directors will be entrusted with the management and administration of the Association and shall be composed of:

The President  
The President-Elect  
The Immediate Past President  
The Secretary General  
The Editor  
Four Elected Representatives for National Member Societies.

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

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

- 180 4. There shall be a consulting Group of Past Presidents, who are not Board members, but who could be called upon to give advice when requested by the Board of Directors. The consulting group would not be a standing committee; rather it would be either an ad hoc committee or a task force.

5. Any member of the Board of Directors can be suspended from his or her functions on the Board by a majority vote of the Board and this decision must be ratified by two-thirds majority at a Council Meeting.

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6. The Board of Directors shall meet formally at least once a year, the place and time of meeting shall be determined at the previous Board Meeting and formal notices and an agenda sent out by the Secretary General at least 3 months in advance of the meeting. A member of the Board of Directors may be represented by another member of the Board at a Board Meeting. On a written attestation, a member can function as only one proxy in addition to his own vote.

- 200 7. Except for special cases stated in the constitution, a vote will be approved by a simple majority of the Board Members.
8. The members of the Board of Directors shall be invited to participate in the Council Meeting on a consultative basis, but shall not have the right to vote, with the exception of the President, in the case of a tie. However, a member of the Board who is also representing a National Member Society retains his or her privilege to vote.
- 210 9. The Editor shall be responsible to represent the Association's interests in the publication of the International Journal of Paediatric Dentistry.
10. One member of the Board will serve as the webmaster and have responsibility for the website.
11. The gathering of information for the Newsletter shall be the responsibility of the Past President.

#### **ARTICLE VII - BUDGETS AND ACCOUNTS**

- 220 1. The annual dues payable to the Association shall be based on the total membership in a National Society, in accordance with the agreed formula voted upon by Council.
2. The accounts of the Association shall be drawn up by the 31st December each year. The accounts shall be presented by the Secretary General to the Board of Directors annually at Board meetings.
- 230 3. On alternate years, the accounts shall be presented by the Secretary General to the Council Meeting.
4. Accounts shall be audited annually. Accounts presented to Council shall be audited by a professional accounting firm. Accounts presented to the Board at an interim meeting may be audited by the Finance Committee or a professional accountant.
- 240 5. Subject to a satisfactory financial situation of the Association, members of the Board of Directors shall be entitled to claim travel and related expenses for journeys on behalf of IAPD that have been approved in advance by the Secretary General and the President.

#### **ARTICLE VIII - BY-LAWS**

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

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

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1. Amendments made by a national member society and seconded by another national member society shall be sent to the Secretary General at least 90 days prior to the Council Meeting. The amendments shall be sent by the Secretary General to National Members at least 60 days prior to the Council meeting.
2. Amendments to the Constitution shall be adopted when approved by 2/3 of the National Member Societies present and voting at two consecutive Council Meetings.
3. Amendments to the By-Laws shall be adopted when approved by 2/3 of the National Member Societies present and voting at one Council Meeting.
4. Amendments to the Standing Orders shall be adopted by a vote of the majority of the Board of Directors. Any changes in the Standing Orders will be reported to the Council Meeting and ratified by simple majority.

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

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1. Propositions concerning the dissolution of the Association may emanate from Board of Directors or from the Council. The Board of Directors shall give written notice to the National Member Societies, in the case of such proposition, no less than 60 days before the Council Meeting.
2. No decision on dissolution of the Association will be adopted unless voted at two consecutive Council Meetings by a two-thirds majority of the existing National Member Societies.
3. The Council on the recommendation of the Board of Directors will determine the ways to accomplish the dissolution of the Association.
4. After it has been dissolved, it is up to the Council to decide in which tax-exempt, public-interest, Swiss-based institution with identical or similar mission to place the remaining capital. Returning the capital to members is prohibited.

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## **ARTICLE XI - GENERAL DISPOSITIONS**

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

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