

Amendments Approved by the General Assembly

November 19th, 2016

Article 1: NAME

An international association for the furtherance of science, medicine and education is hereby constituted entitled, “The Asia Pacific Association of Medical Toxicology”.

Article 2: OBJECTS

The general object of the Association is the promotion of all aspects of chemical safety, poison control, envenomation and treatment, within the Asia Pacific region. In pursuance of this general goal, the Association proposes:

2.1. To establish and maintain cooperation with governmental organizations, professional bodies and other groups or individuals concerned with toxicological problems, in order to facilitate action designed to reduce or eliminate risks and optimize treatment or management of poisoning.

2.2. To assemble studies, observations and data essential to the understanding of toxicology and toxinology.

2.3. To promote and conduct scientific research and investigations for the study of toxicology and toxinology.

2.4. To supply information and advice in this field through information centres in the Asia Pacific region.

2.5. To foster professional education in the field of toxicology and toxinology.

2.6. To collaborate with international institutions.

2.7. To accept and administer gifts and bequests of every kind and nature without restriction as to amount or value and to use the same for furthering the aims of the Association.

2.8. To set up a secretariat with responsibility for realizing the objects of the Association.

Article 3: MEMBERS

The Association shall consist of regular members and associate members.

3.1 REGULAR MEMBERS: Any natural or legal person domiciled in one of the countries in the Asia Pacific Region, or in a country outside the Asia Pacific region, who shares a common interest in the objectives of the association shall be regular member upon making written application and such application being accepted by the Governing Body.

3.2 ASSOCIATE MEMBERS: Any other person may become an associate member if they are a member of a corresponding society such arrangements between the APAMT and corresponding society would be recorded in a Memorandum of Understanding. Associate members may not be members of the Governing Body. They shall have no voice in the deliberations of the General Assembly. They shall have no voting rights.

3.3 The expulsion of a member may be decided by the General Assembly by a majority of two-thirds of the votes. Members may tender their resignation by ordinary letter addressed to the President in office or to the Secretary General in office.

3.4 All regular and associate members of the Association will be asked to pay an annual subscription, the amount being fixed by the General Assembly on the proposal of the Governing Body. Any member who has not paid their annual subscription by the Thirty-first of January shall automatically cease to be a current financial member of the Association. Current financial members will be eligible for several additional benefits. A active regular member is defined as a member who has attended at least one APAMT scientific meeting in the current year or previous 2 calendar years OR a member who is currently a financial member, has attended at least one meeting in the last 4 years, and is actively contributing to activities of the Association. Only active regular members will be allowed to be nominated for office, or to vote in elections and the General Assembly.

3.5 Members who, through death or otherwise, cease to belong to the Association shall have no claim on its assets.

Article 4: GENERAL ASSEMBLY

Full powers for the realization of the object of the Association shall be vested in the General Assembly.

4.1 The General Assembly shall meet at each scientific meeting on the date and at the place designated in the notice of the meeting. The latter shall be sent under the direction of the Governing Body at least three months in advance. The agenda shall be drawn up and communicated one month in advance. Furthermore, an Extraordinary General Assembly must be convened by (a) the Governing Body if one-third of the voting active regular members so request in writing or (b) at the request of the Governing body. Such Extraordinary General Assembly must be notified to all members one month in advance. Such Extraordinary General Assembly may take place by e-mail or other electronic communications and proxy votes and/or attendance are allowed.

4.2 The General Assembly shall lay down the general policy of the association. It shall receive the Secretary General's reports and the accounts for the preceding financial term presented by the Treasurer. It shall vote the budget for the subsequent financial term and shall fix the amount of annual or life members' subscriptions. It shall discuss all questions placed on the agenda. No decision may be taken on any matter not appearing on the agenda save by unanimous resolution. It shall, where applicable, set the date and place of forthcoming congresses and conferences and determine the chairmanship, vice-chairmanship and the agenda thereof.

4.3 It shall proceed every two years to the replacement of outgoing members of the Governing Body and decide, if needed, on their removal from office. Nomination for office on the Governing Body shall be sent to the Secretariat six weeks before the meeting and communicated to all active regular members one month before the General Assembly. It shall also appoint the Country Focal Point.

4.4 It shall decide on all proposals for amending the present constitution or for dissolving the Association in accordance with the provisions of this constitution.

4.5 Save in the exceptional cases provided for in this constitution, resolutions shall be adopted by simple majority of active regular members present and voting.

4.6 Decisions shall be valid if a quorum of one-third of the active regular members is present. They shall be notified to all members.

4.7 Voting by proxy and a quorum by proxy shall be allowed. No member may, however, represent more than 3 others.

4.8 Resolutions of the General Assembly shall be recorded in a register signed by the Secretary General and kept by him, which he shall hold at the disposal of members.

Article 5: ADMINISTRATION – GOVERNING BODY

The Association shall be administered by a Governing Body (Board) composed of a President, Immediate-Past President and a President-elect, a Secretary General, a Treasurer, six active regular members. No more than one member of the board should live outside the countries in the Asia Pacific region, at the time they nominate

5.1 The offices of the President and President-elect shall be occupied by active regular members of different nationalities. The office of Secretary General and Treasurer shall alone be renewable. There shall be no more than two members of the board from any one country.

5.2 Members of the Governing Body shall be elected by the General Assembly to a term of four years. One-half of the board members shall retire in order of board seniority every two years unless elected as President-elect. Immediate-past President, President and President-elect shall each serve 2 years (and serve 6 years in total on the board). The Secretary General position should be re nominated every two years by the incoming President at the first meeting they chair. Members of the Governing Body may be removed by the General Assembly by decision of a two-third majority of active regular members' voting. Duties as members of the Governing Body shall be unpaid

5.3 The Secretary General shall be nominated by the Governing Body and then formally elected in the General Assembly. The Secretary General shall organize meetings of the Governing Body, the General Assembly and ex officio communications.

5.4 The Governing Body shall meet once a year, physically or by electronic communications, or otherwise on being specially convened by the Secretary General. All APAMT board members

are expected to regularly attend APAMT Board meetings. Any board member who does not attend two consecutive meetings will be asked to show cause as to why they should still remain a member of the board. A failure to provide an explanation that is accepted by the other members of the board at the second meeting will lead to that position being declared vacant and subject to election prior to the next meeting.

5.5 It shall draw up its own Rules of Procedure.

5.6 Its resolution shall be adopted by a simple majority of its Governing Body members. The president shall have a casting vote.

5.7 The resolutions of the Governing Body shall be recorded in a register signed by the President and the Secretary General who shall hold it at the disposal of members of the Association. A digital copy of resolutions should be displayed in the official website.

5.8 The Governing Body shall have all powers of management and administration subject to the prerogatives of the General Assembly. It may furthermore be given specific powers necessary for the advancement of the aims of the Association.

5.9 The Governing Body may delegate some parts of its powers to a committee and appoint the committee members. The Governing Body may authorize such committee to undertake any duties it thinks fit.

5.10 The Governing Body may delegate day-to-day management to its President, one of its members or to an appointee.

5.11 All documents binding on the Association shall, save where special powers are conferred, be signed by two members of the Governing Body who will be nominated by the Governing Body and who shall not be required to provide third parties with evidence of any prior deliberation by the Governing Body.

5.12 Legal proceedings, whether as plaintiff or defendant, shall be attended to on behalf of the Association by the President of the Governing Body or by two members of the Governing Body.

5.13 The Scientific Committee shall organize the scientific content of all APAMT meetings and contribute to affiliated meetings. The committee will coordinate tasks such as, but not limited to, representation of APAMT on international guideline groups and APAMT symposia at other meetings. The Scientific Committee shall consist of members appointed by the APAMT board. The committee will also, where necessary, facilitate requests for financial support in relation to supporting representation of APAMT at non-APAMT meetings. There is no set term for members of the scientific committee. The activities and membership will be reviewed by the board annually.

5.14 Members of the Governing Board may be elected to a new or the same office on the Governing Board for a further term. After completion of two consecutive terms, members of the Governing Board, except for the Secretary General and Treasurer, shall not be eligible for further service until an intermission of at least two years has passed. The maximum time of service on the Governing Board shall not exceed three terms (or 14 years).

5.15 A previous holder of the position of President will only be eligible for the ballot for re-election if there are less than two other nominees for the position who have not served in this position.

Article 6: COUNCIL OF COUNTRY FOCAL POINTS

Country Focal Points shall be appointed by the General Assembly on the nomination of a single candidate by members of any one nationality.

6.1 The office of Country Focal Points may be combined with that of a member of the Governing Body.

6.2 The duties of the Country Focal Points shall be to prepare, in their respective countries, the data necessary for the pursuit of the aims propounded by the Association.

Article 7: BUDGET AND ACCOUNTS

The Governing Body shall be required to submit for the approval of the General Assembly the accounts for the preceding financial term and the budget for the succeeding one.

Article 8: WORKING LANGUAGES

The working language of the Association shall be English.

Article 9: AMENDMENT OF CONSTITUTION

Any proposal for amending the constitution must emanate from the Governing Body or from one-third of the active regular members of the Association.

9.1 The Governing Body must notify the members of the Association at least three months in advance of the date of the General Assembly which is to decide on the said proposal.

9.2 No decision shall be validly adopted unless it is voted by a majority of two-thirds the active regular members voting during the General Assembly. However, if such General Assembly is not attended by two-thirds of the active regular members of the Association, a further General Assembly shall be convened on the same condition as above, which shall then pronounce finally and validly on the proposal at issue by a majority of two-thirds of the votes of active regular members present.

Article 10: DISSOLUTION

Any demand for dissolving the Association must be supported by at least three-quarters of the votes of the active regular members of the Association.

10.1 If the General Assembly is not attended by three-quarters of the active regular members (including proxy) of the Association, a further General Assembly shall be convened and shall meet validly irrespective of the number of active regular members present. The decision shall be taken by a majority of three-quarters of the active regular members present.

10.2 In the event of dissolution, the General Assembly shall designate one or more liquidators to be responsible for liquidating the property of the association. The General Assembly shall likewise designate the organization to which the remaining funds are to be transferred