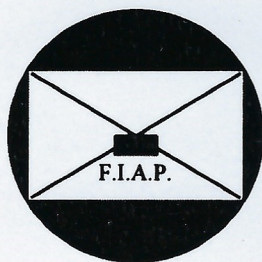


FIAP

Federation of Inter-Asian Philately

FEDERATION OF INTER-ASIAN PHILATELY



CONSTITUTIONAL HANDBOOK

CONSTITUTION OF FEDERATION OF INTER-ASIAN PHILATELY

CHAPTER 1 GENERAL DISPOSITION

- Clause 1: The "Federation of Inter-Asian Philately" abbreviated to FIAP is a non-profit and non-political federation of philatelic societies in Asia and Australasia, founded in Singapore on the 14th September 1974.
- Clause 2: The Federation of Inter-Asian Philately (FIAP) shall operate in accordance with the Statutes and Regulations of the Federation Internationale de Philatelie (FIP).
- Clause 3: The social and administrative headquarters of FIAP shall be located and registered in Singapore. The place of business of the Federation shall be at 3 Kian Teck Way, Singapore 628732 or such other address as may be decided upon by the Executive Committee and approved by the Registrar of Societies.
- Clause 4: FIAP is a Federation of registered philatelic Federations in Asia and Australasia or where such Federations do not exist the representation of a philatelic group. Each philatelic Federation shall maintain its autonomy.
- Clause 5: The fiscal year starts on 1st January and ends on 31st December.

CHAPTER II OBJECTIVES OF FIAP

- Clause 6: FIAP is formed with the following objectives:
- (a) To promote philately and friendship amongst stamp collectors in Asia and Australasia.
 - (b) To strengthen contact with all postal administration and national organisations interested in philatelic matters for the promotion of philately.
 - (c) To support exhibitions of postage stamps and philatelic material organised by FIAP members to promote philately in the regions.
 - (d) To organise regional and international philatelic exhibitions of its own initiative with the agreement and co-operation of the federations concerned with such Exhibitions.
 - (e) To promote philatelic friendship with other Continental Federations of FIP.

CHAPTER III MEMBERSHIP

Clause 7: There shall be three types of membership:

(A) Regular Membership

- (i) National Federations in which the majority of the Philatelic Federations in the countries are represented.
- (ii) Where no national federation exists, F.I.A.P Membership is granted to the most representative Philatelic Organisation in that country. Such regular membership shall be on a temporary basis. As soon as a national federation has been formed in that country, it will replace the temporary member.
- (iii) The expression "country" wherever used in these Rules shall mean any country, state, territory, or part of territory which in its absolute discretion, is accepted by FIAP as constituting the area of jurisdiction of a recognized regular member.
- (iv) Any National Federation in Continents (other than Asia or Australasia) which have no Continental Federation formed may apply for regular membership.

(B) Co-operative Membership

In countries where there are no philatelic organisations, individuals or Postal Administrations may be nominated by FIAP Executive Committee as a co-operating member subject to approval of Congress. Co-operating members shall have no voting rights and shall not be eligible to hold office.

(C) Honorary Membership

An individual person may be admitted to honorary membership of FIAP under the following conditions:

- (i) A person who has rendered outstanding service to philately and to FIAP shall be eligible for honorary membership upon being so proposed by a regular member.

- (ii) The proposer shall forward notice in writing to the General Secretary of FIAP not less than three months prior to the next meeting of Congress of the nomination for honorary membership.
- (iii) The nomination for honorary membership shall be placed on the agenda for the next meeting of Congress. An individual shall be elected to honorary membership by a resolution of Congress carried unanimously.
- (iv) An honorary member shall be entitled to all the privileges of membership for life without the payment of any subscription. An honorary member shall not be entitled to vote at any meeting of Congress.

(D) Associate Membership

Any individual, or governing Postal Administrations from Countries in Continents (other than Asia or Australasia) which have no Continental Federation formed, may apply on invitation to become an associate member. However, an associate member will cease to be such a member, ipsofacto, as soon as a Federation has been formed in the Continent of the country to which the associate members forms part. An associate member shall have no voting rights and not be eligible to hold office on the FIAP Committee.

Clause 8: Applications for Membership

The philatelic federation of a country which seeks membership of FIAP shall present its applications to the General Secretary of FIAP not less than three months prior to the next Congress of FIAP. The General Secretary shall present the application to the Executive Committee before submission to Congress for final approval. Each applicant is required to present a copy of its Constitution and to submit details of its membership, activities and information concerning the other philatelic federations active in the applicant country.

Clause 9: Resignation of Member

A member of FIAP shall not be entitled to resign unless having first paid all fees for which such member is liable at the date of the proposed resignation.

Clause 10: Fees

A member of FIAP shall pay an admission fee of Singapore Dollars One Hundred (S\$100) and an annual subscription fee as is determined from time to time by the Congress of FIAP, on the basis of the strength of the member organisation.

Clause 11: Defaulting Members

Any member neglecting to pay any fees dues for a period of two years from the date upon which such fees become payable shall have its membership cancelled unless Congress shall, upon application from such defaulting member, determine that the defaulting member has a reasonable explanation for non-payment of such outstanding fees or other dues. A member shall be deprived of his right to vote until after the current, and any outstanding, dues are paid.

Clause 11(a): Termination of Membership

Any member who is a member of another continental federation shall be deemed to have ceased its membership with FIAP.

CHAPTER IV ADMINISTRATION

- Clause 12: The administration of FIAP shall be carried out by:
- (a) The Congress
 - (b) The Executive Committee
- Clause 13: Role of Congress, Votes, Proxies
- (a) The Congress is the supreme organ of FIAP. Congress shall meet biennially but not more than thirty months after the previous meeting of Congress. All decisions of the Congress shall require a majority vote of members present and entitled to vote. Each regular member shall have one vote and is entitled to be represented by three delegates. A delegate may represent by proxy only one other member at any meeting of Congress. The Congress may appoint Observers and Special Representatives for specific purposes.
 - (b) A Special Meeting of Congress may be convened on order of the Executive Committee or it must be held on written request of one-third of members eligible to vote.
- Clause 14: Appointment of Delegates
- Each member shall appoint its delegates to attend Congress and shall advise the General Secretary of FIAP in writing not less than thirty days prior to the commencement of Congress of such appointment.
- Clause 15: Voting
- (a) Each regular member of Congress shall be entitled to one vote. All voting can be by a secret ballot and in the event of a tie, the president shall have the casting vote.
 - (b) A member, having the right to vote, if unable to attend the meeting of the FIAP Congress, should send his proxy in writing authorizing any other FIAP member who is attending. All such proxies should be sent to the General Secretary, not later than 21 days before the date of the meeting of FIAP Congress.

Clause 16: Notice of proposed business

Any member may give notice in writing to the General Secretary of FIAP not less than three months prior to the next meeting of Congress of any item of business which such member desires to have placed on the agenda for consideration by Congress. The Executive Committee may place any item of business on the agenda for Congress without previous notice if in the opinion of the Executive Committee such item requires urgent consideration by Congress.

Clause 17: Role of Executive Committee

The Executive Committee of FIAP shall be responsible for the administration of the constitution of FIAP and shall exercise such powers as are necessary for administration including the power to restrain any members for any action that may be deemed as being contrary to the objectives of FIAP as defined in Clause 6 hereof.

Clause 18: By-laws

The Executive Committee shall have power to make by-laws and shall have power to alter or rescind them as the occasion may require provided that Notice of Motion to alter or rescind the current by-laws or regulations or any part thereof has been given at a previous meeting of the Executive Committee.

Clause 19: Powers of Executive Committee

Any member who is in breach of the Statutes or Regulations of FIAP or takes any action which injures the material or moral well-being of FIAP or its members, may be called upon for an explanation of his action at the request of the Executive Committee.

If after hearing and considering the submission, the Executive Committee shall be of the opinion that the charge is substantiated, it shall make a suitable recommendation to the next meeting of the Congress of FIAP.

CHAPTER IV
ADMINISTRATION

The Congress of FIAP shall consider the recommendation of the Executive Committee at its next meeting and it shall require a majority of two-thirds of the members of Congress of FIAP present and entitled to vote in order that action may be taken on the recommendation of the Executive Committee.

Clause 20: Meeting of Congress

The General Secretary of FIAP shall give notice in writing not less than two months of the date of the meeting of Congress to all members of FIAP. The Executive Committee may direct the General Secretary to invite such observers to attend Congress as the Executive Committee deems desirable. Observers shall have no rights to vote at Congress. The said notice shall include –

- (i) The Agenda
- (ii) Such reports of the Executive and other committees or individuals as are deemed necessary to be brought to the attention of Congress.
- (iii) Accounts of the relevant period along with the report of the Auditors.

Clause 21: Changes in the Constitution

Changes in the Constitution may be effected only at a meeting of Congress. Notice of motion for the change having been given in writing to the General Secretary not less than three months prior to the meeting of Congress and duly included by the General Secretary in the notice convening the meeting. A two-thirds majority of the members present and entitled to vote at a meeting of Congress shall be required to pass such a motion. Changes in the Constitution shall not come into force without the prior approval of the Registrar of societies.

Clause 22: Quorum

There shall be a quorum of not less than one-third of total membership eligible to vote for deliberation at meetings of Congress.

Clause 23: Composition of Executive Committee

- (a) The Executive Committee of FIAP shall consist of one president, three vice-presidents, one general secretary, one treasurer and 10 members of committee together with the immediate past President as an ex-officio member. All members of the FIAP Executive Committee shall be elected for a four year term and no member of the Executive Committee may serve for more than two full terms in the same position or three full terms in all, unless elected President. The President may only serve for two full terms in this position.
- (b) The Executive Committee of FIAP shall be proposed, seconded and elected when the term of the Executive Committee expires. It is elected by secret ballot. Nomination for election to the Executive Committee must be sent to the General Secretary at least 3 months before the opening of the Congress.
- (c) The Honorary Treasurer shall not be re-elected to the same post for the second consecutive term.

Clause 24: President as Representative

The President or the Executive Committee's nominee shall represent FIAP at all times and shall be its legal representative.

Clause 25: Vice-President's Functions

The Vice-President of FIAP shall perform such functions for the promotion and benefit of philately as he may be directed to do by the President or by Congress. In the absence of the President he shall assume the chair.

Clause 26: Duties of General Secretary/Hon.Treasurer

- (a) The General Secretary of FIAP shall perform the administrative functions under direction of the Executive Committee. He shall maintain and keep such records as may from time to time be required. He shall in addition make all necessary arrangements for meetings of Congress.

- (b) The Honorary Treasurer shall keep all funds and collect and disburse all moneys on behalf of the Federation and shall keep an account of all monetary transactions and shall be responsible for their correctness. Cheques etc for withdrawals will be signed by the President or Vice-President or General Secretary, in addition to the Honorary Treasurer.

Clause 27: Accounts and Membership Register

The accounts of FIAP shall be made up to the 31st day of December of each year and a statement of income and expenditure and a balance sheet be prepared and submitted to the Biennial meeting of Congress by the General Secretary. The General Secretary shall maintain a register of all members and of eligibility for membership and a record of all membership fees paid or owing.

Clause 28: Audit

The accounts of FIAP shall be duly audited by a qualified auditor who shall have been appointed at the previous Biennial meeting of Congress.

Clause 29: Composition of Executive Committee and its Meeting

- (a) The Executive Committee shall meet from time to time, not less than twice a year, at a place as decided by the General Secretary after consultation with the President. A quorum shall consist of at least one half of the Executive Committee members. At least one month's notice of executive committee meeting shall be given to all Executive Committee members.
- (b) Any member of the Executive Committee absenting himself from three meetings consecutively without satisfactory explanation shall be deemed to have withdrawn from the Executive Committee, and a successor may be co-opted by the Executive Committee to serve until the next Biennial meeting of Congress.

- Clause 30: Appointment of Commissions
The Executive Committee may appoint such commissions as are necessary to carry out proposals approved by the Congress.
- Clause 31: Expenditure
The expenditure of funds or incurring of financial liability of FIAP shall be subject to approval by Congress. The Executive Committee shall be indemnified by FIAP against all costs, losses, expenses and liabilities properly incurred by the Executive Committee or member thereof in the course of the business of FIAP and it shall be the duty of the Executive Committee out of the funds of FIAP to pay and satisfy all such costs, losses, expenses and liabilities aforesaid. Either Congress or the Executive Committee may and only in exceptional circumstances authorised the travel expenses of its officers. Save for such exceptional circumstances so found by Congress or the Executive Committee all expenditure of and by FIAP shall be devoted to the promotion of philately. The Executive Committee has proven to authorise the expenditure of a sum not exceeding \$2500 per month from the Federation's funds for the Federation's purposes.
- Clause 32: Exhibitions
- (a) Congress may confer its patronage or auspices only to international philatelic expositions organized by members of FIAP.
 - (b) Applications for patronage or auspices must be applied for at least two years in advance by a regular FIAP member.
 - (c) Only collectors affiliated to a Federation/Organisation which is a member of FIAP can participate in such exhibition.
 - (d) A patronage/auspices fee is to be considered by FIAP Congress at the time of granting the patronage/auspices.

- Clause 33: Official Language
The official language of FIAP is English.
- Clause 34: Election of Executive Committee
Upon the retirement or resignation of an Executive member, the remaining Executive Committee shall appoint a replacement for the duration.
- Clause 35: Dissolution of FIAP
FIAP may be dissolved by a meeting of Congress through a recommendation made by the Executive Committee or a member such resolution being supported by not less than three-fifths of the members of FIAP. Upon the dissolution of FIAP all assets shall be deposited with FIP for the purpose of promotion of philately in Asia and Australasia. Notice of dissolution shall be given within 7 days of the dissolution to the Registrar of Societies.
- Clause 36: Prohibitions
- (a) Gambling of any kind such as the playing of paikow or mahjong, whether for stakes or not, are forbidden on the Federation's premises. The introduction of materials for gambling or opium smoking and of bad characters into the premises is prohibited. The Executive Committee shall prohibit activities of any kind on the Federation's premises which are felt to be prejudicial to the main objectives of FIAP. All unlawful actions and activities are strictly prohibited.
 - (b) The funds of the Federation shall not be used to pay the fines of members who have been convicted in Court.

- (c) The Federation shall not attempt to restrict or in any other manner interfere with trade or prices or engage in any Trade Union Activity as defined in any written law relating to Trade Union for the time being in force in Singapore.
- (d) The Federation shall not hold any lottery, whether confined to its members or not, in the name of the Federation or its office-bearers. Executive Committee or members.
- (e) The Federation shall not indulge in any political activity or allow its funds and/or premises to be used for political purposes.

Clause 37: Discretion of Executive Committee
In the event of any question or matter arising out of any point which is not expressly provided for in the rules, the Executive Committee shall have power to use its own discretion

Clause 38: Transfer of Head-Quarters
FIAP's social and administrative headquarters may be transferred through a recommendation made by Executive Committee or a member, such recommendation being supported by not less than two-thirds of the members of FIAP at a general meeting. Upon such recommendation, the General Secretary shall seek to deregister from its existing place of registration and apply for its new registration in the new social and administrative headquarters location.

In the event of the Federation being deregistered as provided above, all debts and liabilities legally incurred on behalf of the Federation shall be fully discharged, and the remaining funds will be disposed of as decided by a meeting of Congress.

(This is the seventh edition of the FIAP Constitution, being revised and approved at the 21st FIAP Congress held in Bandung, Indonesia on August 6, 2017)

