

ASSEMBLÉE PARLEMENTAIRE DE LA FRANCOPHONIE

(JERSEY BRANCH)



BRANCH RULES

Approved at a Special General Meeting on 25th March 2020

ASSEMBLÉE PARLEMENTAIRE DE LA FRANCOPHONIE

RULES
OF THE
JERSEY BRANCH

	NAME AND OBJECTS
Definitions	<p>1. In these Rules -</p> <p>1.1 words importing the masculine gender shall include the female and neuter genders;</p> <p>1.2 words in the singular shall include words in the plural and words in the plural shall include the singular;</p> <p>1.3 the headings and sub-headings to these Rules are inserted only for reference to the provisions thereof and shall not affect the construction of such provisions.</p>
Name and Objectives	<p>2. The name of the Society is the Assemblée Parlementaire de la Francophonie (Jersey Branch), hereinafter called "this Branch".</p> <p>The Assemblée Parlementaire de la Francophonie (APF) exists to foster inter-parliamentary co-operation and discussion, and the development of democratic values, within the Francophone world.</p> <p>The Jersey Branch promotes parliamentary best practice and the values and objects of the APF in Jersey's States Assembly. It also seeks to build relationships between Jersey and other members of the APF, to raise awareness of and understanding of Jersey across the APF. It achieves these aims by participating in APF conferences, seminars and training programmes; by involving Members and staff of the States Assembly in parliamentary benchmarking and outreach work; and by hosting APF events in Jersey.</p> <p>In particular this Branch shall do all or any of the following acts or things -</p> <p><i>Facilities</i></p> <p>(a) Receive members from the overseas Branches, and extend to them such hospitality as may be possible; give them such introductions, information and assistance as they may require; and generally bring them into touch with members of the Jersey Branch.</p> <p><i>Meetings</i></p> <p>(b) Arrange meetings at which members of this Branch may hear addresses from visiting members of the APF or other visitors, and promote the exchange of views between members of this Branch.</p> <p><i>Introductions</i></p> <p>(c) Provide members of this Branch with introductions to the overseas Branches,</p>

	<p>or to the members thereof.</p> <p><i>Delegations</i></p> <p>(d) Appoint delegates with a good standard of spoken French from this Branch to attend plenary and European regional conferences and attendance at 'commissions' as appropriate, and appoint and make all requisite arrangements for such attendance.</p>
	MEMBERSHIP
Members	3. Every person from time to time entitled to sit in the Assembly of the States shall be eligible to be a member of the Jersey Branch of the APF, unless he or she should otherwise desire, during the term of his or her membership of the Assembly.
Life Members	Former members of the States, former Honorary Secretaries of the branch, and former members of any overseas branch or associated group permanently resident in Jersey, shall be entitled to be Life Members of the Branch and may be invited to attend meetings and events organised by the Branch but shall not be entitled to take part in the management of the Branch or to attend Annual General Meetings and Special General Meetings.
Benefits of membership	4. Members shall be entitled to attend meetings of this Branch, receive the publications of the APF on request, obtain introductions and other facilities overseas when they are in a member country, receive invitations to serve on delegations and to attend Conferences, subject to the proviso that they must enjoy a good standard of spoken French and are able to read French, and of taking such part in the management of this Branch as set out in these rules.
Subscriptions	5. So long as the annual subscription of this Branch to the APF is paid by the States, members of this Branch shall not pay any annual or other subscription.
Resignation	6. A member may at any time resign his membership by giving notice in writing to the Honorary Secretary.
	MANAGEMENT
Officers	7. The officers of this Branch shall be the President, the Vice-President and the Honorary Secretary.
President	8. The President shall be elected at the General Meeting, and shall hold office until his/her successor is appointed.
Vice-President	9. The Vice-President shall be elected by the Executive Committee from among their body and shall hold office until his/her successor is appointed.
Secretary	10. The Greffier of the States shall be Honorary Secretary <i>ex officio</i> .
Executive Committee	11. The management of the affairs of this Branch shall be vested in the Executive Committee, which shall consist of the President and not less than 3, but not more than 9, other members elected at the General Meeting.

	<p>At the General Meeting all the members of the Executive Committee shall retire from office, but shall be eligible for re-election.</p> <p>Every member of this Branch shall be eligible for election to the Executive Committee, subject to the proviso that they must enjoy a good standard of spoken French and are able to read French, to be verified by assessment, but written notice of the intention to propose a member for election must be given to the Honorary Secretary at least three working days prior to the General Meeting. Each nomination must be seconded by a member of the Branch. Self-nomination is permitted and nominations may be received by e-mail. Details of all nominations received shall be forwarded to every member of the Branch at least two working days before the date of the Meeting. A member may be nominated for election as President or for election as a member of the Executive Committee but may also be nominated for both offices.</p> <p>Between General Meetings, the Executive Committee may fill by co-option any vacancy among the officers or the Executive Committee and any person so co-opted shall hold office until the conclusion of the General Meeting next ensuing.</p> <p>The Executive Committee may meet for the dispatch of business, adjourn and otherwise regulate its meetings as it thinks fit. Questions arising at any such meeting shall be decided by a majority of votes. In case of an equality of votes, the Chair of the meeting shall have a second or casting vote. The Honorary Secretary shall, at the request of the President or Vice-President or of any 3 members of the Executive Committee, at any time summon a meeting of the Committee. Three members shall be a quorum of any meeting of the Committee.</p> <p>The Executive Committee shall decide the members of delegations to attend Conferences of the APF and to make other visits overseas, and such decisions shall be reported to the Branch at the following General Meeting.</p>
	<p>THE GENERAL MEETING</p>
<p>When held</p>	<p>12. The General Meeting of this Branch shall be held no later than three months after the States have been reconstituted following ordinary elections and on such date as the Executive Committee shall direct.</p>
<p>Business</p>	<p>13. At the General Meeting, the Annual Reports of the period since the previous General Meeting shall be received and considered and the members of the Executive Committee shall be elected.</p> <p>Notices of the General Meeting of this Branch, with copies of the Annual Reports, shall be sent to each Member of this Branch not less than seven working days before the date appointed for such a Meeting, and shall show the business to be transacted thereat.</p> <p>Provided that any Member may bring before the General Meeting any business other than that stated in the said notice, if, three working days before the date of the meeting, notice in writing of his intention so to do shall have been received by the Honorary Secretary, who shall circulate the matter to each member of the Branch at least two working days before the date of the General Meeting.</p>

	SPECIAL GENERAL MEETING
Special Meeting	<p>14. A Special Meeting of this Branch may be summoned at any time and place by the Executive Committee to consider and determine any matter of interest or importance that may arise, and to pass, abolish or amend Rules.</p> <p>If a requisition in writing of not less than seven members of this Branch, stating the objects for which a Special General Meeting is demanded, shall be addressed to the Honorary Secretary, the Executive Committee shall thereupon summon a Special General Meeting to be held within 21 days of the receipt of the requisition.</p> <p>No business shall be transacted at a Special General Meeting other than that stated in the notice convening the meeting.</p>
	QUORUM
Quorum	<p>15. No business shall be transacted at any General Meeting unless a quorum is present at the time when the meeting proceeds to business. Until otherwise determined by the Executive Committee, 7 Members present shall be a quorum.</p>
	ALTERATION OF RULES
Alteration of Rules	<p>16. Notice thereof having been given in accordance with these Rules, any alteration in the Rules may be proposed at the General Meeting or at any Special General Meeting.</p>