



CONSTITUTION OF THE ASIA PACIFIC ASSOCIATION OF  
ALLERGY, ASTHMA AND CLINICAL IMMUNOLOGY

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## CONSTITUTION OF THE ASIA PACIFIC ASSOCIATION OF ALLERGY, ASTHMA AND CLINICAL IMMUNOLOGY

### Article I - NAME

The name of the organization shall be "The Asia Pacific Association of Allergy, Asthma and Clinical Immunology Societies" (hereinafter referred to as the "Association") and the Association shall be governed by these Statutes in accordance with the National Articles of Japan and shall be incorporated in accordance with the National Articles of Japan.

### Article II - LANGUAGE

English shall be the official language of the Constitution and By-Laws.

### Article III - AREA OF OPERATION

Membership of the Association shall encompass the region from India and Pakistan to the Western Pacific Islands, and from Australia and New Zealand to China and Japan. It shall be based on geographic and not on political considerations.

### Article IV - PURPOSE

The objectives of this Association shall be to:

1. promote the exchange and progress of knowledge on allergy, asthma and clinical immunology in this region.
2. promote the study, prevention and treatment of allergy, asthma and immune-mediated diseases, with particular emphasis on problems specific to this region.
3. promote exchange in training programs between member countries in the region.
4. promote cooperation in clinical and basic researches on allergy, asthma and clinical immunology in this region.
5. encourage, assist and coordinate the development of programs of public information and education in allergy, asthma and clinical immunology.
6. cooperate with other international organizations in the study of allergy, asthma and clinical immunology.
7. foster dissemination of this knowledge through international congresses on allergy, asthma and clinical immunology and by other means.



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### Article V - MEMBERSHIP

Section 1. Membership of the Association shall be of two types: namely, (1) national societies, (2) individual members.

Section 2(a). Member Society. Any appropriate Allergy and/or Clinical Immunology Society or other national organization with members interested in allergy, asthma and/or clinical immunology shall be eligible to join the Association as a Member Society. A Society shall be deemed to be appropriate if it has a written constitution, holds regular scientific and/or clinical meetings, has a regular publication, and is based within the geographic area of operation set out in Article III. (All members of Member Societies who pay dues to their respective society shall automatically become Members of the Association). Each Member Society representing a country, will be entitled to at least one Delegate, and two Delegates for a fully paid-up membership of 300 or more members. (see Article IX Section (2)) for the process of election of Member Societies to the Association)

Section 2(b). Individual Member. An individual physician or other person, who has made significant contributions to the field of Allergy, Asthma and/or Clinical Immunology and who resides in a country where no national society exists which is deemed to be a Member Society under Section 2(a) of this Article, may be elected individually as a Member (see Article IX Section (2)).

Section 2(c). Honorary Member. Honorary Membership may be conferred upon individuals who have made contributions of exceptional merit to the knowledge of Allergy, Asthma and/or Clinical Immunology (see Article IX Section (3)), or who have rendered extraordinary service to the Association.

Section 3. The right to vote in the House of Delegates shall be held only by the duly accredited Delegates of the member Societies and by the immediate Past-President, except that the President or a Vice-President presiding in his place shall have a vote in the event of a tie vote on any matter before the House of Delegates. The right to hold office shall be open to all Members of the Association.

### Article VI – AFFILIATIONS

The Association shall maintain affiliation with the World Allergy Organization (hereafter known as the WAO), and shall maintain a representative in the House of Delegates of the WAO in accordance with the appropriate articles of the WAO.

### Article VII - OFFICERS

Section 1. The officers of the Association shall consist of a President, a President-Elect, a First and a Second Vice-President, a Secretary-General and a Treasurer. Officers shall be elected only from Members of the Association. The officers shall serve one term from the end of one Congress to the end of the following Congress. The President may not be re-elected to the same office. A Vice-President may be elected to a higher Vice-Presidency or to another office. The Secretary-General and the Treasurer may be re-elected to not more than four successive terms and cannot hold the same office thereafter.

Section 2. The House of Delegates shall be composed of Delegates (see Article V Section (2a)), from each Member Society and the immediate Past-President. The officers and the members-at-large of the Executive Committee who are not also Delegates shall each have a seat and voice in the House of Delegates but no vote. The Delegates shall be elected or appointed by their respective societies and may be re-assigned to membership in the House as long as their society wishes. The President of the Association shall continue as member of the House of Delegates for one term after the termination of his Presidency.



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Section 3. The President-Elect at the end of his term shall succeed to the Presidency. In the event of the death, permanent incapacity or resignation of the President, the First or Second Vice-President, in that order, shall succeed to the Presidency for the unexpired portion of the President's term.

Section 4. The Executive Committee shall be composed of up to fifteen members: the President, the President-Elect, the two Vice-Presidents, the Secretary-General, the Treasurer, the immediate Past-President and the eight members-at-large elected by the House of Delegates. The members-at-large shall serve for one term, may be re-elected for one succeeding term, but may not be re-elected to the same office thereafter. An Assistant Secretary may be co-opted from the same country as the President and shall serve during the term of the President.

Section 5. An Executive Secretary shall be appointed by President for the duration of his term of office. He shall be responsible for administrative matters. He will attend all meetings of the House of Delegates and other meetings where possible. His remuneration will be set by the Executive Committee on the recommendation of the President.

Section 6. A representative of the Association to the World Allergy Organization (WAO) shall be elected by the Officers of the Association from among their members. He shall normally hold office for the full term of the WAO. The incumbent President shall normally be the designated representative to the WAO.

### Article VIII - DUTIES

Section 1. The House of Delegates shall constitute the governing body of the Association. Its duties shall be the election of Member Societies; Individual Members; Honorary Members; and the officers and the members-at-large of the Executive Committee. It shall formulate by-laws, rules and regulations, and shall have all judicial and executive functions common to a scientific organization. It shall have final control over the policies and affairs of the Association and over the actions of the Executive Committee and of all other committees which may be appointed.

Section 2. The Executive committee shall conduct the usual business of the Association in the intervals between meetings. It shall act on all applications for National Society and Individual Membership and nominations for Honorary Membership, and submit them to the House of Delegates. It shall recommend the time and place of meetings. In case of war or other emergency preventing action by the House of Delegates, the Executive Committee may take over the function of the House of Delegates and shall continue in office until the emergency is over and until a meeting of the House of Delegates can be held. Its actions during such emergency shall be subject to approval by the House of Delegates.

Section 3. The President shall preside over all meetings of the House of Delegates and of the Executive Committee. He shall be privileged to invite guests to the scientific meetings after approval by the Executive Committee. With the consent of the Executive Committee he shall appoint the members of the special committees. In his absence the First or Second vice-President, in that order, shall act for him.

Section 4. The Secretary-General shall keep records of the meetings of the Executive Committee and of the House of Delegates. He shall keep a list of all Members. He shall notify National Societies, Individual Members and Honorary Members of their election. He shall prepare an Annual Report dealing with the activities of the Association, and submit it to the Executive committee and to the presidents of the Membership Societies. He shall send out notices of meeting and other communications.

Section 5. The Treasurer shall receive all dues and other monies and shall pay all debts therewith. He shall render a yearly financial account based on a professional audit to the Executive Committee and to the House of Delegates. This financial account shall be communicated to the presidents of the Member Societies at the Congress.



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### Article IX - ELECTIONS

Section 1. Election of Member Societies shall be by the following procedure:

- (a) Formal application to the Secretary-General by the presiding officer and secretary. This application shall provide the names of Officers and Executive Committee and a copy of the original constitution with a translation, if needed, into English.
- (b) Examination and report by the Credentials Committee to the President, the Secretary-General and the Executive Committee of the Association.
- (c) Action by the Executive Committee of the Association.
- (d) If considered eligible it will be subject to approval by a simple majority vote of the House of Delegates by mail and sent to the Secretary-General.

Section 2. Election to Individual membership shall be by the following procedure:

- (a) Formal application to the Secretary-General supported by endorsement of three members.
- (b) Examination and report by the Credentials Committee to the President, the Secretary-General and the Executive Committee.
- (c) Action by the Executive Committee of the Association.
- (d) If considered eligible it will be subject to approval by a simple majority vote of the House of Delegates by mail and sent to the Secretary-General.

Section 3. Election of Honorary Members shall be by the following procedure:

- (a) A proposal signed by at least 10 members of the Association shall be sent to the Secretary-General and then dealt with as in (b), (c), (d) of Section 2 above.

Section 4. The officers and other members of the Executive committee shall be elected by the House of Delegates at its first regular business meeting of each term. The manner of election shall be as follows: A Nominating Committee consisting of up to five (5) Delegates with not more than one Delegate from any single Member Society, shall be appointed by the President, subject to the approval of the Executive Committee, at least twelve (12) months prior to each meeting of the House of Delegates. Each Delegate initially appointed to this Committee, shall retain his membership in this Committee until the Committee has made its report to the House of Delegates, even though the Member society of which he was the Delegate at the time of his appointment designates another individual as its Delegate for that Congress. The chairman of this Committee shall be appointed by the President in addition to the Delegates, subject to the approval of the Executive Committee. The chairman need not be a Delegate; he shall not have a vote in the Committee except in the event of a tied vote. The Nominating Committee shall submit its nominations for the officers and for members of the Executive Committee to each Delegate at least ninety (90) days prior to the meeting of the House of Delegates. Nominations for officers and members-at-large of the Executive Committee must be from the list of Members of the Association. At the time of election of officers, additional nominations may be made by Delegates from the floor. A majority vote of the members of the House of Delegates shall constitute an election.



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Section 5. The representative of the Association to the WAO and an alternate shall be elected by the officers and other members of the Executive Committee from among their number after nominations are called for at the first regular business meeting of each term.

Section 6. The names of its Delegate and alternate for the ensuing term of the Association shall be presented to the Secretary-General by the presiding officer and secretary of each Member Society not later than six (6) months before the next meeting. An accredited Delegate shall be assigned to the House of Delegates at all times and any vacancy shall be filled within ninety (90) days.

### Article X - VACANCIES

In the event of a vacancy in the office of Secretary-General or of Treasurer, the Executive Committee shall have the power to fill the vacant position for the unexpired term.

### Article XI - EXPULSIONS

A Member Society, affiliate organization or individual member may be expelled from membership in the Association for any action considered inimical to the best interest of the Association. Such expulsion requires the following procedure:

- (a) A written complaint filed with the Executive Committee by three (3) Delegates.
- (b) The opportunity presented to the Member Society, affiliate organization or individual member to defend itself or herself/himself in person or in writing before the Executive Committee.
- (c) If the Executive Committee considers the complaint justifiable, the House of Delegates will be asked to act as a trial Board. A three-fourths (3/4) vote of the House will be required for expulsion.

### Article XII - AMENDMENTS

The Constitution may be amended by a vote of two thirds (2/3) of the Delegates at a regular meeting of the House of Delegates or by mail, provided that the proposed amendment must bear the signatures of at least five (5) Delegates, and provided further that the proposed amendment so signed shall be submitted to all the Delegates at least ninety (90) days prior to the meeting at which the vote is to be taken or, in the event of a vote by mail, that at least ninety (90) days shall elapse following the date of communication of the proposed amendment to the Delegates before the mail vote is counted. This communication may be effected by airmail or by electronic means (email).