

The Constitution of State Veterinary Surgeons Association

1. **Name of the Union;** The Name of this Union shall be "State veterinary Surgeons Association". Herein-after referred to as the "Association".
2. **The Registered Office;** SLVA Office, OPA Centre, 275/75, Prof. Stanley Wijesundara Mawatha, Colomb-07.
The registered office and place of meeting for the business of the Union shall be in Colombo or at-such other place as may be decided by the Executive Committee.

3. Objectives;

A. (i) To secure the complete organization in the Association of all Veterinary Surgeons employed in the State Sectors.

(ii) To watch, promote, safeguard and further the interests, rights and privileges of its members.

(iii) To provide for the members any or all of the following benefits;

- a) Relief in victimizations or Trade Union Disputes and such other aid in connection with their employment.
- b) Legal assistance and legal advice where necessary in connection with their employment.

(iv) To regulate relations between employer and employee, and between members of the Association, or between one member and other members.

(v) To represent members in trade disputes.

(vi) To foster a sense of duty and of loyalty to Sri Lanka and to promote all Animal Husbandry activities in Sri Lanka.

B. The general funds of the Association shall be utilized only in the furtherance of the objects in Rule 3 above, and shall not be applied directly or indirectly in payment of any dues from any member by sentence or order of a Court of Justice.

4. List of Members

The secretary shall be responsible for the maintenance of an upto date list of members.

5. Inspection of Books

The list of members as well as all account Books shall be made available for inspection by members or any person interested in the funds of the Association, provided that not less than seven days notice in writing is given to Secretary.

6. Meetings

A. (i) The Annual General Meeting

The Annual General Meeting of this Association shall be held in the Month of June of every year. It may be postponed under exceptional circumstances. But not for more than two calendar months from 30 of the year.

(ii) Notice of Meeting

The secretary shall give in writing not less than a calendar month's of the Annual General Meeting to all members.

(iii) Resolutions, Motions and Nominations

Resolutions for discussions and notice of motions for the amendment Rules to be taken up at the Annual General Meeting as well as Nominations for election to office in the Association should be sent in writing to reach the secretary within two weeks of the notice of the meeting. A member not paid the annual subscription shall neither his/her nomination, nominate any member to be considered for an appointment to the executive committee.

(iv) Agenda

The secretary shall in consultation with the Executive Committee prepare an agenda for the meeting including resolutions etc. referred to (iii) above, and make it available to the members, at least one week before the Annual General Meeting.

(v) Quorum

The quorum for the Annual General Meeting shall be one third of the membership.

B. Special General Meeting

(a) A Special General Meeting shall be held ;

(i) at the written request of the President ;

(ii) OR on a decision of the Executive Committee,

(iii) OR on a written requisition signed by more than one third of the members giving TWO weeks notice to the secretary.

(c) The secretary shall convene a Special General Meeting, giving 14

- (c) The quorum for any Special General Meeting shall be the same as for the Annual General Meeting.

C. Executive Committee Meetings

- (i) The Executive Committee shall meet at least once a month or as often as occasion demands. The Quorum for a meeting shall be NINE. Notice of an ordinary meeting shall be TWO weeks. Emergency meetings may be summoned at shorter notice.
- (ii) A member of the Executive Committee ceases to hold office if he fails to attend THREE consecutive meetings of the Executive Committee without intimation to the secretary
- (iii) The Executive Committee will fill in such in such vacancies subject to ratification at the next General Meeting.

D. Minutes

The secretary shall be responsible for recording the minutes of all meetings and to have it read and confirmed at the next such meeting.

E. Voting

Voting at all meetings of the Association shall be by the show of hands except where secret ballot is demanded by a majority of the members present at the particular meeting. Only those members, who have paid up the annual subscription of Rs.250/= for the current year are entitled to cast their votes.

7. Membership

- A. (i) All veterinary surgeons registered under Veterinary Surgeons and Practitioners Act No.46 of 1956, in any state service and are members of any branch of this association shall be eligible for Ordinary Membership of this Association.
- (ii) There shall be no honorary or temporary members.
- (iii) All candidates for membership shall make application on the form prescribed by the Executive Committee.
- (iv) The Executive Committee shall have the power to suspend from the Association any member, who in the opinion of the Executive Committee is guilty of breaches of the Constitution, but such suspension shall be reported to the very next General Meeting for ratification, or for any further action.
- (v) No member of this Association shall be a member of any other Registered Trade Union.
- (vi) A veterinarian shall cease to be a member of the Association ,
When he/she
- a. Cease to be a member of a branch of this Association by way of resignation and accepted by EXCO.

- b. Resigns/retires or dismissed from the state service
- c. Vacated his/her post in the state service
- d. Every member should intimate the secretary in writing about his /her change of address within a month of such occurrence.

B. Dues and Levies

- (i) All members shall pay annual subscription of Rupees Two Hundred and Fifty (Rs. 250/-) every year, subject to alteration by an annual or Special General Meeting.
- (ii) The Executive Committee shall have the power to call for special contribution as and when necessary.
- (iii) Receipt shall be issued by the Hony. Treasurer, for all payments made to the Association.

C. Fines and Forfeitures

- (i) No fines shall be imposed on members.
- (ii) All members who have transgressed any of the Rules of this Association. And who are in arrears of subscription for over SIX months shall forfeit membership, and cease to enjoy any or all the rights and privileges for which the Association stands.

8. Rules

Addition to, deletion of, or alteration to any of these Rules shall be effected only at a General meeting of the Association, on a resolution passed by TWO THIRDS of the members present. With regard to a change of name, however, consent could be obtained by referendum or in writing or in such other manner as may be decided by the members at an Executive Committee Meeting.

9. Executive Committee

- (a) The Executive Committee shall consist of,
 - The President 1
 - Two Vice Presidents 2
 - An Hony. Secretary 1
 - An Asst. Secretary, 1
 - A Treasurer, and 1

Ten Committee Members comprising President or Secretary of each branch association from 8 provinces, one from the line ministry or line Department of APH and one from Municipal Councils and other State Organizations.

The Assistant Secretary shall function as the Editor for the publications of the Association.

No person under 21 years of age shall be elected to the Executive Committee.

(b) Auditor,

An auditor approved by the Registrar shall be elected by the Executive Committee for the purpose of auditing of the accounts of the Association as laid down under Regulations 20 of the regulations framed under the Ordinance, and such auditing shall be duly completed before the Annual General Meeting.

(c) Trustees; The trustees of the Association shall be persons for the time being holding offices of the President, the Secretary and the Treasurer. All property, moveable and immovable, shall be vested in the trustees for the time being, and they shall deal with it in the manner directed by the Executive Committee.

(d) Removal from office; No elected office bearer, auditor or trustee shall be removed from office except on a resolution passed by at least TWO THIRD of the members present at a General Meeting.

(e) The Executive Committee shall fill in any vacancy that may arise between two General Meetings.

10. Responsibilities of Officers

(a) Every Secretary of this union who resigns or expelled, relinquishes or is suspended from office shall within 7 days of so giving up office, hand over to the incoming Secretary or the President of the Union, all minutes, books and documents of the Union in his possession.

(b) The Secretary of this Union shall be responsible in particular for the discharge of all legal duties devolving on him/her under the Trade Union Ordinance. In terms of Section 50 (1) and (2) the annual returns of the Union should be submitted to the Registrar of Trade Unions within the prescribed period.
(As a consequence of neglect to do so the registration of the Union becomes liable to cancellation).

(c) Every Treasurer of this Union and every other officer thereof who is responsible for the accounts of the Union or for the collection, disbursement, custody or control of the funds or monies thereof, shall upon resigning or vacating his office and at least once in every year at such time as may be specified by the rules of the Union and at any other times at which he may be required to do so by a resolution of the members of the Union or by the rules thereof render to the Union and its member as provided for in Section 49 of the Trade Unions Ordinance, a just and true account of all monies received and paid by him during the period which has elapsed since the date of his assuming office.

11. Funds

(a) The funds of the Association shall be vested in the Executive Committee.

(b) The Committee shall have the power to open accounts, savings / current or of any other description- in any of the Banks in Sri Lanka.

- (c) The Treasurer, jointly with the President or the Secretary shall have the power to operate the aforesaid Bank Accounts.
- (d) The Treasurer shall at no time keep in hand more than Rs.1000/= (Rupees One Thousand) of the membership fees or other receipts, and shall forthwith deposit any excess in the Bank in the name of the Association.
- (e) The Treasurer shall be responsible for preparing the Statement of Accounts of the Association for the purpose of the Trade Union Ordinance and for meetings of the Association for which a Statement of Accounts is called for.
- (f) (i) A Legal Fund shall be established from the funds available with the association and the quantum shall be decided at a General Meeting.
(ii) The expenditure of the legal fund shall be subjected to the approval of the executive committee for any legal action instituted by the Association or any branch or by a member/s on behalf of the Association.
- (g) The Accounting year shall be from 1st April to 31st March of the following year.

12. Branch Associations

- A. There shall be a branch association for this Association in the administrative area of each Provincial Council and shall act under the direction of the Association.
- (i) All veterinary surgeons serving in a province shall be members of the branch association in that provincial council area.
- (ii) Each branch association shall have a President, Vice President, Secretary, Assistant Secretary and Treasurer. Total Number in the executive committee of a branch shall not exceed five.
- B. (i). There shall be Annual General Meeting of a branch Association to elect the office bearers in the Month of May each year.
(ii) At least 14 days notice be given to all members of a branch association before the Annual General Meeting of the branch Association.
(iii) Either the President or Secretary of a branch association shall be the Executive Committee Member of the SVSA representing that particular branch.
- C. (i) Members who have not paid their annual subscription can neither send in their nominations for any post in the committee or shall be considered for the same.
- D. A branch association is free to levy a reasonable fee from its membership as decided at their Annual General Membership to meet any expenses incurs.
- E. The accounts are liable to be audited annually.

13. Dissolution

The Association shall be dissolved, and, the funds thereof, after meeting all debts and liabilities legally incurred on behalf of the Association., disposed of as decided by a resolution passed by TWO THIRDS of the members present and eligible to vote at a Special General Meeting convened for the purpose.

The Registrar of Trade Unions shall be duly notified in the appropriate form, within 14 days of dissolution and the certificate of registration of the Association shall be returned to him by the secretary together with the notice of dissolution.

If the Registration of the Association is cancelled by Registrar of Trade Unions, the secretary of the Association shall summon the membership for the purpose of informing them of such cancellation and consequent dissolution of the Association. If no action under Section 16 (i) of the Trade Union Ordinance is taken, the Association shall be dissolved, and, the funds thereof, after meeting all debts and liabilities legally incurred on behalf of the Association, disposed of as decided by a resolution adopted by a simple majority.

The certificate of registration of the Association shall be returned by the secretary of the Association to the Registrar of Trade Unions within 14 days of the meeting.

- 14. The Association shall have no patron.
- 15. The Association shall have no political objects or political funds within the meaning of Section 47 of the Trade Union Ordinance.
- 16. This Association shall not be affiliated to, or amalgamated or federated with any other Trade Union whether of Public Servants or otherwise.

Date;
(Date of adoption of the Rules)

Signature of the Secretary/ SVSA
(Dr.Mohamed Ijas)

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