



CONSTITUTION

The Association of Plastic, Reconstructive and Aesthetic Surgeons of Southern Africa

I. NAME

The name of the Group shall be “THE ASSOCIATION OF PLASTIC, RECONSTRUCTIVE AND AESTHETIC SURGEONS OF SOUTHERN AFRICA”, (hereinafter called the “Association”) a speciality group with the South African Medical Association (SAMA), an association incorporated under Section 21 of the Companies Act, Registered No 05/00136/08.

II. OBJECTS

The objects for which the Association was established are:

- a. To promote the safe practice of plastic surgery
- b. To define and establish relationships amongst plastic surgeons and between plastic surgeons and hospitals, public and private institutions, government authorities, the medical profession, generally and publically.
- c. To promote the professional and legitimate interests of plastic surgery.
- d. To promote all matters related to the realisation of the foregoing objects or any one of them.

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Executive Committee: Executive Committee:

Dr V Jandera (President), Dr C Snijman (Past President and Ombudsman), Prof T Christofides (President Elect),
Dr P Scott (Treasurer), Dr K Adams (Mentorship Programme), Dr C Wittstock (SAPPF), Dr I Do Vale (Congress & Social Media) and
Dr M Phipson (Education & Coding)

Office Administrator

Mrs Candice Penfold

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III. MEMBERSHIP

a. FULL MEMBERS, VOTING

Candidates for Full membership shall be registered at the Health Professions Council of South Africa (HPCSA) as Plastic Surgeons. These candidates shall be proposed and seconded in writing by voting members of the Association to the Honorary Secretary at least two months prior to the AGM. Their names will be submitted by the Executive Committee to the AGM for election as full members. Approval of their election requires a two-thirds majority in a closed ballot.

b. ASSOCIATE MEMBERS, NON VOTING

Persons who are not medical practitioners but are registered in terms of the Health Professions Act or who are involved with the discipline of medical science associated with the Association, shall be entitled to apply for associate membership, provided that the professional body of which they are members, does not object. Associate members shall not have voting rights in matters affecting the Association and their participation in the activities of the Association shall be limited to professional and technical matters.

c. STUDENT MEMBERS, NON VOTING

A student member shall be a plastic surgeon in training in an approved institution. He/she shall be proposed and seconded by a Full member of the Association in the training institution concerned and his/her student membership will require a majority vote of the Executive Committee. This class of membership ceases with termination or completion of training. They are not eligible to attend the Association's General Meetings.

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d. HONORARY MEMBERS, NON VOTING

An honour which may be bestowed on the distinguished by unanimous vote of the Executive Committee, i.e. Prominent scientists, medical practitioners and other persons residing within or outside the Republic, whether they are members of the Association or not, may be elected as Honorary members of the Association, if in the opinion of the Executive Committee they have made valuable contributions to the advancement of medical science or to the welfare and benefit of the Association.

e. LIFE MEMBERS, VOTING

Life membership may be conferred on a Full member of the Association who has attained the age of 65 years, whether retired or not. A Life member retains full voting rights but is exempt from subscriptions. This class of membership is conferred after application by the members to the Executive Committee and requires a majority approval vote of the Committee.

f. UNATTACHED MEMBERS, NO VOTING

Full members residing outside the Republic of South Africa on a temporary basis may apply to the Executive Committee for a change in status to unattached membership and pay a reduced subscription. His/her status shall revert to Full membership on his/her resumed residence in the Republic.

g. CORRESPONDING MEMBERSHIP, NON VOTING

Plastic Surgeons not resident in South Africa may apply to the Executive Committee for Corresponding Membership.

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IV. TERMINATION

Every member shall remain a member until his/her membership is terminated by:

- a. His/her resignation in writing, addressed to the Honorary Secretary of the Association.
- b. A two thirds majority decision of the Executive Committee, after due process.

V. SUSPENSION OF MEMBERSHIP

- a. His/her membership may be suspended if after 12 months he/she has not paid his/her due subscription or levies but he/she may be reinstated on payment of arrear subscriptions or levies due. During this period of suspension he/she shall not retain his/her vote.
- b. Contravention of the Code of Ethics may result in suspension after due process.

VI. SUSPENSION OF THE ASSOCIATION

The activities of the Association shall be suspended if at any time its membership shall be less than 11 full members.

VII. OFFICE BEARERS

1. The general control and direction of the policy and affairs of the Association shall be vested in the Executive Committee of the Association.

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2. The Executive Committee shall consist of the following:
 - a. President
 - b. Past President and/or President-Elect
 - c. Five elected members

3. The President shall hold office for two years and is not eligible for immediate re-election. The immediate Past-President shall serve on the Executive Committee for two years. The President-Elect shall be chosen by ballot or electronic vote and shall serve on the Executive Committee for one year before assuming the office of the President. This election shall take place bi-annually at the Annual General Meeting (AGM) of the Association.

The President-Elect shall be a member of the Executive Committee or have previously been elected to serve on the Executive Committee for at least two years.

The five elected members shall serve on the Executive Committee for a period of two years and are eligible for re-election.

The Honorary Secretary shall be the Electoral Officer and shall advise members of vacancies on the Executive Committee. He/she shall call for nominations duly proposed, seconded and accepted by candidates, these to be in the hands of the Electoral Officer eight weeks before the AGM. Votes shall be in the hands of the Honorary Secretary at his/her professional address by twelve midday seven days before the date of the AGM. Scrutineers shall be appointed by the Executive Committee.

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4. At its first meeting after the election, the Executive Committee shall select from amongst its members an Honorary Secretary and an Honorary Treasurer who shall be members of the Executive Committee or co-opted for this purpose. The Executive Committee shall have the power to co-opt members. Voting powers of such co-opted members shall be at the discretion of the Committee.

Members of the Association or Executive Committee, who at the request of the Association/Executive Committee are required to attend meetings that significantly impact on their ability to maintain their practice income shall be eligible for remuneration. The awarding and amount of such remuneration shall be at the discretion of the Executive Committee.

VIII. MEETINGS

1. A minimum of two Executive Committee Meetings shall be held per annum and such additional meetings as the President and Executive Committee may decide.
2. The AGM of the Association shall be held on a date determined by the Executive Committee.
3. Special General Meetings may be called by written application of 10 full members. Such meeting may be called provided that a period of twenty-one days' notice is given. The Agenda shall be submitted to all members and the subject matter limited to the points mentioned in the Agenda.
4. A quorum at any General Meetings shall be one third of the total voting members of the Association. A quorum for an Executive Committee Meeting shall be four members.
5. Proxies for general meetings shall be received in writing by the Honorary Secretary before the meeting.

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IX. PROCEEDINGS: ARCHIVES: PUBLICATIONS

The Executive Committee shall appoint a Historian. The Agenda and Proceedings of Sub-Group Meetings must be forwarded to the Honorary Secretary / Treasurer for a decision on circularization and eventual reference to the Historian.

X. ACTION

1. The Association through its Executive Committee may take such action as deemed necessary in all matters affecting the legitimate interests of its members and that any action contemplated by the Association be in conformity with the objectives of APRASSA.
2. Should the Association refer a matter affecting the interest of its members to the HPCSA, it shall take no further independent action unless requested to do so by the HPCSA.

XI. ORGANISATION

1. It shall be competent for the Association to allow the formation of Sub-Groups of the Association in such manner as may be desirable. Sub-Groups may be allowed powers of independent action in local matters, provided that such action does not conflict with the general policy and rules of the Association.

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2. Such Sub-Groups shall elect a Chairman, an Honorary Secretary, Treasurer and an Executive Committee consisting of two members, annually at the AGM of the Sub-Group.
3. Reports on the formation of a sub or regional group and local action taken shall be submitted by the Honorary Secretary or Treasurer of the sub-group to the Honorary Secretary of the Association.
4. Each sub-group shall have a minimum membership of four full members.

XII. SUBSCRIPTIONS

Subscriptions will be determined by the AGM and are to be reviewed annually. Urgent levies may be raised by the Executive Committee. The following categories of membership will be recognised for setting subscriptions:

- a. Full members in private practice
- b. Full members employed only in a full-time capacity
- c. Associate members
- d. Unattached members
- e. Corresponding members
- f. Honorary members and Life members are exempt from annual subscriptions

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XIII. ANNUAL REPORT

The president shall submit an Annual Report and the Honorary Treasurer a Financial Statement at the AGM of The Association.

XIV. AMENDMENTS TO THE CONSTITUTION

Any change to the constitution must be preceded by a notice of intent to discuss such changes at the AGM. This notice of intent is to be circulated to all full members with the agenda at least 7 days before the proposed AGM. The duly constituted AGM must agree to each amendment by a $\frac{2}{3}$ majority vote.

XV. PARLIAMENTARY AUTHORITY

The rules contained in “Robert’s Rule of Order, Revised” shall govern the Group.

XVI. OMBUDSMEN

Ombudsmen shall be elected by ballot or postal vote and shall serve for two years. They are eligible for re-election.

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Four ombudsmen shall be elected, preferably on a regional basis. The Executive Committee may co-opt ombudsmen if fewer than 4 are nominated.

XVII. PEER REVIEW COMMITTEE

The Executive Committee shall appoint a peer review committee consisting of at least three ombudsmen or the president and two ombudsmen.

The committee shall serve for two years and is eligible for re-appointment.

XVIII. DISSOLUTION

In the event of the dissolution of the Association of Plastic, Reconstructive and Aesthetic Surgeons of Southern Africa, any remaining assets, after all debts have been settled and all obligations discharged, shall not be paid or given to, or divided among the members of the Association of Plastic, Reconstructive and Aesthetic Surgeons of Southern Africa, but shall be given or transferred to a speciality or special interest group engaged in activities similar to those for which the Association of Plastic, Reconstructive and Aesthetic Surgeons of Southern Africa was established. Members attending the final general meeting of the Association of Plastic, Reconstructive and Aesthetic Surgeons of Southern Africa or of its Executive committee will designate such group.

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