



EUFALDA CONSTITUTION

PREAMBLE

Believing that the system of Operational Control as exercised by Flight Operations Officers/Aircraft Dispatchers (FOO/AD) for Aircraft Operators has contributed to the high standard and efficiency of Air Safety maintained in the Industry.

Believing that any further improvement in the Air Safety record will largely depend on the continued advancement in technical and professional skills of those involved with the Industry generally and Flight Dispatch/Operational Control in particular; the European FOO/AD-Associations have decided to found a Federation to be defined within the following rules and regulations, and to be known as the European Federation of Airline Dispatchers Association.

THE NAME OF THE FEDERATION SHALL BE:

European Federation of Airline Dispatchers Associations (EUFALDA).

Objectives

To promote Air Transportation Safety, to work for the development of a stronger Aviation Industry.

To sponsor and support Air Safety legislation, to assist in the promulgation of regulations improving Air Safety.

To promote the interests of FOO/AD profession working to improve the professional standards of all FOO/AD while safeguarding the integrity and interests of individuals.

To inform all member Associations and individual members on developments concerning FOO/AD in particular and Flight Dispatch/Operations Control in general.

To work with other legitimate professional Associations or Organizations in the Industry when, in the opinion of member Associations or individual members of the

Federation, such cooperation would benefit Air Safety and/or the co-operating partners.

To levy fees, dues and assessments upon members of the Federation to provide the funds necessary to carry out the Objectives of the Federation.

To render any other services that the Federation may determine, subject to such rules and regulations, terms and conditions, as the Federation may establish.

To uphold the agreement that the Federation will not find itself involved in labour of union matters, or any form of collective negotiating.

To stand as non-profitable Organization.

To establish and maintain an International Office and other facilities for clearance of information and carrying out the Federations objectives.

While the terms 'Flight Operations Officer/Aircraft Dispatcher' is used in the preamble, it was recognised to maintain the term 'Airline Dispatcher' in the name of the Federation, for historical reasons.

ARTICLE 1

Definitions

Flight Operations Officer / Aircraft Dispatcher As used in this Constitution, the term applies to a person who is regularly engaged in performing the duties of an FOO/AD as defined in the ICAO. Annex 6. or a person who is similarly engaged with Civil Aircraft movements and/or Operational Control, in accordance with Civil Air Regulations.

The delegates at the Annual General Meeting (AGM) shall consist of delegates from each member Association in good standing.

The Board shall be elected by the Annual General Meeting and shall consist of:

- a) one President
- b) one Vice-President
- c) one Secretary
- c) one Treasurer

Auditors: In addition to the Board as defined above, two auditors shall be elected by the Annual General Meeting.

Nominating Group: The Annual General Meeting shall elect each year three individuals from member Associations in good standing, to form a nominating group.

The Election Group: The Annual General Meeting shall appoint three individuals, from member Associations in good standing, to form an election group.

The Vote: Both voting in persona or by proxy shall be allowed.

ARTICLE 2

Membership

The Federation shall be composed of European FOO/AD Associations or individual members, qualifying according to Article 1.1.

Applying for EUFALDA-membership shall be done by submitting a formal request to the President, who will seek approval from a majority of the EUFALDA Board.

When a member Association or an individual member becomes one year in arrears they will no longer be considered a member in good standing, and their membership will be suspended. Should a membership be resumed, the arrears must be paid in full.

The Board may confer Honorary Membership to the Federation from time to time upon certain individuals, whose contributions, in the opinion of the Federation, have particularly enhanced the profession. Honorary members will not be assessed annual dues and will have no voting rights.

Single members must pay double membership fees to EUFALDA plus IFALDA membership fee. EUFALDA will pay their membership fee to IFALDA. Individual members have no voting rights, but full right to give comments and/or advices in topics brought up within EUFALDA/IFALDA.

A minimum number of 5 individual members will have the right to vote as a group with one vote when present at meetings. No proxies are allowed.

Voting rights

The number of votes to which a member association is entiteled shall be as follows: In business matters one vote per association.

In financial matters:
Paid up members Votes 01 – 10 1

11 – 20	2
21 – 30	3

to be continued to the number necessary

ARTICLE 3

The Board

The Board shall meet at least during Bi-Annual and Annual Meetings to carry out the objectives of the Federation, or whenever considered necessary.

The Board shall announce the location of the Office of the Federation.

At all meetings of the Board, each member shall have one vote per voting issue. A dissenting opinion shall be made a matter of record. If parity of votes exists, the President's vote shall count as two votes.

ARTICLE 4

Election of Board Members

The Nominating Group shall present Nominees to the Annual General Meeting prior to the election.

The Boardmembers shall be elected by the Annual General Meeting.

For the election of Boardmembers, each Association shall have one vote through their AGM-delegate or their proxy. Individual members do not hold a right to vote.

Voting shall be conducted according to a majority principle.

Boardmembers shall be elected for a period of minimum 2 years, maximum 10 years.

Initial election of Board members and Auditors , establishing a periodical turnover, will be as follows:-

- a) President 2 years (reelection for 2 years)
- b) Vice-President 1 year (reelection for 2 years)
- c) Secretary 1 year (reelection for 2 years)
- d) Treasurer 2 years (reelection for 2 years)
- e) Auditor 1 1 year (reelection for 2 years)
- f) Auditor 2 2 years (reelection for 2 years)

ARTICLE 5

Meetings of the Federation

Meeting shall be held at such dates and places as directed by the delegates during an Annual or Bi-Annual meeting.

No meeting shall take place without a written agenda.

Special meetings of the Federation may be held at the call of the President, business resolution of the Board, or upon request to the President by two-third majority of the Federation Members, in whose request the purpose of the meeting shall be stated. At any Special Meeting of the Federation only those matters that have been specified in the call or announcement of the Meeting may be decided.

Notice of all Federation Annual and Bi-Annual Meetings shall be served not later than thirty (30) days prior to such an event to each member Association and individual members either by mail or telex, and must be acknowledged. The thirty days notice requirement for Special Meetings called by the President may be disregarded when circumstances bring about the need to convene quickly and a Federation majority has approved such action.

A Meeting of the Federation shall be official only when at least either the President or the Vice-President is present.

Meeting shall be presided by the President, the Vice-President or a delegate appointed by the President.

The President is authorized to issue invitations to interested organizations and individuals in order to attend meetings as observers.

ARTICLE 6

Order of Business at Federation Meetings

At meetings of the Federation, the order of business shall be:

- a) Call to order by the President.
- b) Approval of the Agenda.
- c) Acceptance of the minutes of the previous meeting.
- d) Financial Report (AGM only).
- e) Reports of Standing Committees and Study Groups.
- f) Unfinished business. g) Election of Officers (AGM only).

- h) Appointing of Nominating Group (AGM only).
- i) New business.
- j) Report on developments in the industry, the profession, and discussing professional matters.
- k) Adjournment.

Annual General Meeting shall be held within the first three months of each calendar year or as otherwise agreed upon by the members of the Federation.

ARTICLE 7

Officers

All Federation Officers shall serve without pay or compensation, When engaged in work for the Federation as appointed by the AGM or the Board, expenses shall be reimbursed.

Duties of Federation Officers:

a) The President

Shall preside at all meetings of the Board.

Shall present a report at each AGM on the condition of the Federation.

Shall issue notification of all meetings.

Shall appear at hearings, conferences and before Government agencies to properly outline Federation policy on assorted professional subjects.

Is allowed to request assistance from any member of the Federation in carrying out the assigned duties.

Shall keep members of the Federation and the Board up to date on developments regarding all important matters.

Shall perform such other tasks as may belong to the duties of the Office to further the Federation objectives.

Shall turn over to any successors all books, papers, funds and other Federation property.

b) Vice-President

Shall assist the President in his/her duties as defined in section a) of this paragraph.

Shall fulfil the duties of the President during his/her absence.

c) The Secretary

Shall be responsible for producing and editing the Federations official publications.

Shall be responsible for the recording and publishing of all Federation minutes.

Shall issue all Federation notices, as directed by the President.

Shall be responsible for the issuing and counting of ballots when voting by referendum.

Shall keep records of all official correspondence and communications.

Shall issue a standard membership application form to be preserved in the Federations records.

Shall be responsible for the registration of delegates at meetings and shall the roll at these meetings.

Shall be responsible for maintaining a True Master Copy of this Constitution and by-laws and for recording and distributing its amendments.

d) The Treasurer

Shall keep proper record of all monetary transactions of the Federation, in accordance with accepted accounting procedures.

Shall also keep such other financial records as the Federation may require.

Shall make, sign, and endorse in the name of the Federation, all cheques, drafts and money orders, pay out and dispose of same under the direction of the President and in accordance with Article 7.1.

Shall make available to any member Association or officer, upon reasonable request, the financial records of the Federation

Shall issue notice of assessments due, to each affiliate at the appropriate time.

Shall keep a record of address of each affiliate and shall advise the Board of any changes.

Shall advise the Board when any affiliate becomes one year in arrears.

Shall render a complete financial statement at each AFM outlining the status of each affiliate and showing how disbursements of funds were made.

Shall prepare a budget for the next financial year at each AGM, for presentation to and approval by the AGM.

Shall have the accounts and books available for the Auditors at any reasonable time.

e) The Auditors

Shall audit the financial report before any AGM, or upon request and issue an auditors report.

ARTICLE 8

Finances

The Board shall establish an annual operating budget based on the recommendation of the Treasurer.

The annual assessment shall be defined per capita.

For extraordinary expenses, assessments may be levied by the Federation, but such assessments shall not become effective until approved by a two-third majority of the delegates.

No expenditure unauthorized by the Annual Budget for the fiscal year shall be made without approval of a Board majority.

Any Federation fiscal year shall commence on the first day of January each year.

All bills payable, notes, cheques and other negotiable instruments of the Federation shall be made in the name of the Federation and shall be signed by the Treasurer and countersigned by the President.

ARTICLE 9

This Constitution and By-Laws may be amended by an affirmative two-thirds vote of the delegated, either present or by proxy, at any Annual General or Special Meeting, provided that at least sixty (60) days notice of the amending proposal has been given. When such notice is lacking, an amendment will require an affirmative two-thirds vote of all the delegates present or by proxy.

During any interval between two meetings of the Board, any three Board Members may request the President to submit an amendment of the Constitution and By-Laws to a referendum vote of all Federation members. In such case, the President must receive a proposal at least sixty (60) days prior to the date of the next Federation Meeting. In order to carry the proposal, a two-thirds vote will be required.

Should an interpretation of this Constitution and By-Laws be required, the question shall be submitted to the President, who shall render his/her decision promptly. An appeal to his/her decision may be taken to any Federation meeting, where a majority vote by the delegates present, or by proxy shall be final.

The dissolution of the Federation needs two AGMs' approval of which the first AGM has to be an ordinary AGM separated by at least 6 months from the second AGM. Two-thirds of the votes are required in favour of the dissolution. Remaining funds shall be decided upon by the last AGM.

ARTICLE 10

The Official Bulletin:

The Federation may maintain an Official Bulletin to distribute information and news of general interest to FOO/AD. The Bulletin shall be of an editorial nature and its contents shall promote the Federation's general well-being to the best effect. Any Bulletin will be issued subject to the Boards supervision. Any costs of the Bulletin and the associated mailing shall be borne by the Federation. Any funds received from the publication shall be paid into the Federation's general account.

The Official Emblem

The Federation shall have a Official Emblem of suitable design.

Interpretation

Any questions regarding the interpretation or application of this Constitution and By-Laws shall be decided by reference to the English text of the True Master Copy. Translations into other languages are not to be considered as official.

Membership of IFALDA

In order to outline the close relationship between EUFALDA and IFALDA (International Federation of Airline Dispatchers Association), the membership of IFALDA shall be compulsory to all EUFALDA member associations and individual members.

List of EUFALDA meetings / dates in reference to approvals / amendments of the By-laws:

Nr:	Place:	Date:	Remarks:
1)	Zurich	May 07th, 1991	Constitution Meeting
2)	Luxemburg	Oct 15th, 1991	Bi-Annual Meeting
3)	Prague	Feb 25th, 1992	EUFALDA AGM No.1
4)	Warsaw	Oct 21st, 1992	Semi-Annual Meeting
5)	Brussels	Feb 09/10th, 1993	EUFALDA AGM No.2
6)	Malta	Oct 08th, 1993	EUFALDA Special Meeting
7)	Amsterdam	Feb 10th, 1994	EUFALDA AGM No.3
8)	Stockholm	Oct 04/05th, 1994	Semi-Annual Meeting
9)	Ebrach	Mar 15/16th, 1995	EUFALDA AGM No. 4
10)	Lisbon	Oct 30th, 1995	EUFALDA Special Meeting
11)	Istanbul	May 28/29th, 1996	EUFALDA AGM No. 5
12)	Tromsø	Oct 16th, 1996	EUFALDA Semi-Annual Meeting
13)	Mallorca	Feb 4/5th, 1997	EUFALDA AGM No. 6
14)	Krakow	Sep 29th, 1997	EUFALDA Semi-Annual Meeting
15)	Toulouse	Mar 03/04th, 1998	EUFALDA AGM No. 7
16)	Malta	Oct 01st, 1998	EUFALDA Semi-Annual Meeting
17)	Rovaniemi	Mar 17th, 1999	EUFALDA AGM No. 8
18)	Ayr	Sep 14th, 1999	EUFALDA Semi-Annual Meeting
19)	Chicago	May 14th, 2000	World Dispatch Summit and AGM No.9
20)	Izmir	Sep 25th, 2000	EUFALDA Semi-Annual Meeting
21)	Konstanz	May 15th, 2001	World Dispatch Summit and AGM No. 10
22)	Athens	Oct 08th, 2001	EUFALDA Special Meeting
23)	Toronto	May 07th, 2002	World Dispatch Summit and AGM No. 11
24)	Belgrade	Oct 02nd, 2002	EUFALDA Special Meeting
25)	Galway	May 06th, 2003	World Dispatch Summit and AGM No. 12
26)	Haugesund	Sep 30th, 2003	EUFALDA Special Meeting
27)	Seattle	May 04th, 2004	World Dispatch Conference and AGM No.13
28)	Reichenau	Oct 20th, 2004	EUFALDA Special Meeting
29)	Warsaw	May 10th, 2005	World Dispatch Conference and AGM No.14
30)	Helsinki	Oct 25th-26th, 2005	EUFALDA Semi-Annual Meeting
31)	Kuala Lumpur	May 8th, 2006	World Dispatch Conference and AGM No. 15