

BYELAW 1. AUTHORITY AND DATE OF EFFECT

These Byelaws are made by the Council under Rule (4) and shall come into force on 1 September 2020 and as from that date any Byelaws then in force shall cease to have effect.

BYELAW 2. BYELAWS AND STANDARD REGULATIONS

- (1) In these Byelaws words and expressions to which meanings are assigned by the Rules shall have the same respective meanings.
- (2) Any Byelaws or Standard Regulations made under the Rules shall come into force on such date as may be determined by the Council and may be revoked, altered or added to by subsequent Byelaws or Standard Regulations made by the Council. Provided that any such Byelaw, Standard Regulation or amendment to a Byelaw or Standard Regulation made by the Council shall be submitted as a resolution to the next Annual Conference for approval. In the event the Byelaw or Standard Regulation is not approved by the Annual Conference it shall be void and of no effect but without prejudice to the validity of anything previously done there under.
- (3) Area Councils and Branches may propose that Byelaws or Standard Regulation be revoked, altered or added to by submission of a resolution to an Annual Conference.

BYELAW 3. CONSTRUCTION

These Byelaws shall be construed with the Rules and, if there is any discrepancy between the two, the Rules shall prevail.

BYELAW 4. MEMBERSHIP – OTHER CLASSES OF MEMBERSHIP

Associate Members

- (1) A person shall be eligible for Associate Membership if they fulfil the criteria set out in (a) to (d) below:
 - (a) They are not an Ordinary or Life Member of the Association;
 - (b) They are not eligible for Ordinary Membership of the Association;
 - (c) They accept the aims and objects of the Association and commit themselves to work actively to promote such aims and objects;
 - (d) They pay the annual subscription determined in such manner as shall be prescribed.

Honorary Life Member

- (2) The prescribed conditions for Honorary Life Membership of the Association are:
 - (a) The member must have been an Ordinary or Life Member or Associate of the Association for not less than five consecutive years and have paid any subscription for which they are liable.
 - (b) A Branch of which they are a Member must have passed a resolution in General Meeting proposing that the member is recommended to the Council for consideration that they should be appointed as an Honorary Life Member of the

Association. A copy of the signed resolution and minutes of the meeting shall be forwarded to the Secretary General for submission to Council.

Junior Membership

- (3) A person shall be eligible for Junior Membership if they are a member of a uniformed Air Cadet Organisation, or are air-minded young people between the ages of 12 and 17 (inclusive) who accept the aims and objects of the Association.

BYELAW 5. MEMBERSHIP – ADMISSION TO MEMBERSHIP

- (1) Every member of the Association must be a member of at least one Branch or HQ Membership Roll. In the first instance, a member will be allocated to a Branch or Roll, which will be designated as their 'home' Branch. Every application must be in a form specified by the Council.
- (2) The Branch Committee of the home Branch has full discretion over admission to membership of the Branch but must not refuse it unreasonably. The Committee must record any reasons for rejection and submit them to HQ. The Secretary of the Branch must inform the applicant whether their application has been accepted or rejected. Membership of the Branch will date from the day the Branch Committee decides to register the applicant and admit them to the Branch. An applicant may raise a complaint, in accordance with the procedures authorised by the Council, against rejection of an application for membership, giving the grounds for the complaint.
- (3) If the Council later finds someone was not eligible for membership or was admitted to a class of membership in error, it may terminate the membership at once or transfer the person to the correct class of membership.
- (4) Members may also seek to be registered with other Branches provided they disclose the name of the Branch(es) of which they are already a member. Such additional registration must be notified to headquarters in a form specified by Council.
- (5) A member registered with more than one Branch shall have the full rights of a member in respect of each Branch with which they are registered, and may with the approval of the relevant Branch Committee, act as officials of the Branch and may offer themselves for election to the Branch Committee.

BYELAW 6. MEMBERSHIP – REGISTER OF MEMBERS AND REMOVAL OF MEMBERSHIP

- (1) The Secretary General shall maintain a central register of members, including details of the Branches with which they are registered.
- (2) Branches shall supply any information required for the purposes of the central register.
- (3) Members may, if they wish, change their home Branch by application to a Branch that is willing to accept them, which must be notified to headquarters in a form specified by Council. If they have paid all subscriptions due to their current Branch, they will not need to make any additional payment within that membership year. The Branch

Registers will be amended accordingly. A member may raise a complaint, in accordance with the complaints procedures authorised by the Council against a rejection of their request to transfer to another Branch.

- (4) A member will continue to be a member so long as their name remains on the Central Register of members, provided they have not resigned or died, and their membership has not ended for failure to pay the annual or branch subscription or membership is removed in accordance with the Standard Regulations or the Complaints Procedure issued by the Council as it may be amended by the Council from time to time.
- (5) If a member's status is questioned, their card of membership for the current membership year will provide sufficient evidence of membership.

BYELAW 7 – MEMBERSHIP – SUBSCRIPTIONS

- (1) Members shall pay such annual subscription as appropriate to their class of membership as determined by the Association at an Annual Conference.
- (2) Members' first annual subscription shall be due on receipt on application.
- (3) Subsequent annual subscriptions of members who joined the Association prior to 1 January 2017, shall be due on the first day of January in each year; for members joining after 1 January 2017, subsequent annual subscriptions shall be due on the anniversary of their joining (or on such other date as may be determined by the Council subject to subsequent approval by Annual Conference).
- (4) The prescribed period after the first day of January in each year or the anniversary of their joining (or such other date as may be determined by Council subject to subsequent approval by Annual Conference) at the expiration of which membership ceases if the subscription has not been paid, shall be one month.
- (5) Members are only required to pay one annual subscription as prescribed, regardless of the number of Branches with which they are registered.
- (6) A member who can prove, each year, they are unable, for whatever reason, to keep paying their annual and branch subscription may be permitted by the Branch Committee to remain a member, despite non-payment of such subscription, on terms set by that Branch Committee. The Branch is responsible for providing, solely from the branch subscriptions paid by other members of that Branch, the portion of the membership fee due in respect of any member so excused.
- (7) Branches must forward the full amount of any subscriptions received for members to the Headquarters. Part of each subscription for a member of a Branch will be returned to the home Branch, at the beginning of each subscription year, based on the membership of the Branch at the end of the previous subscription year.
- (8) The membership rebate for those on HQ Roll will be allocated within the Association's budget to facilitate activity at the discretion of the Council.

- (9) A Branch may determine, at an Annual General Meeting, Members shall pay an additional annual amount to the Branch for its funds.

BYELAW 8. THE COUNCIL – COMPOSITION

- (1) The prescribed number of Elected Members to be elected by the Conference to the Council shall be eight.
- (2) Each Area Council shall be entitled to elect and nominate one Elected Member to the Council (referred to as an “Area Representative Member”). Any Member of the Council so elected must be a member of the Area Council electing the Member.
- (3) Every Area Representative Member shall have a Deputy elected by the Area Council who may, in the absence of the Area Representative Member, attend and speak but not vote, propose or second motions at Council.
- (4) The three Council members appointed by the Royal Air Force (“Service Representatives”) to the Council shall be appointed as determined by the Air Force Board provided that:
- (a) One of the Service Representatives shall be a serving Non-Commissioned Officer or Airman;
 - (b) Any such Service Representative may appoint some other member of the Royal Air Force to attend and speak but not vote, propose or second motions in their place either generally or for any particular purpose;
 - (c) No Service Representative shall become a Member of the Council until their appointment has been approved by the Council;
 - (d) The Service Representatives shall not be removable, except by their respective superior officers or their tenure of office has expired or they no longer meet the qualification criteria prescribed in Byelaw 9.
- (5) The prescribed maximum number of Vice-Presidents of the Association shall be eight.
- (6) Co-opted members are appointed by Council on the recommendation of the Chairman of Council.
- (7) If a casual vacancy occurs amongst the President of the Association, the Treasurer of the Association or the Chairman of the Council it shall be filled by the Council and the person so elected shall hold office until the conclusion of the next Annual Conference and be eligible for re-election for the remaining term of office of his predecessor.
- (8) If a casual vacancy occurs in the Vice-Chairmanship of the Council, it shall be filled by the Council from amongst its members and the Vice-Chairman so elected shall hold office for the remaining term of office of his predecessor.
- (9) If a casual vacancy occurs amongst the Elected Members, it shall be filled by the Council by offering the vacancy to the unsuccessful candidates at the last election in

turn, starting with the candidate who obtained the greatest number of votes. If there were no unsuccessful candidates or if none of these candidates are willing to fill the vacancy, it shall be filled by the Council by appointing any member who is eligible for appointment; such Members shall hold office from the date of their co-option to the conclusion of the next Annual Conference and be eligible for election.

(10) If a casual vacancy occurs amongst the Area Representative Members, it shall be filled by the Deputy Area Representative.

(11) If a casual vacancy occurs amongst the Service Representatives or the representative of the RAF Benevolent Fund, it shall be filled by the appointing authority.

BYELAW 9. THE COUNCIL – QUALIFICATION AND REMOVAL

(1) A Member of the Council must be:

- a. At least 18 years of age;
- b. A 'fit and proper person' as defined under the management condition in the Finance Act 2010 (or any statutory re-enactment or modification of that provision); and
- c. An Ordinary, Life or Associate Member of the Association (in the case of Co-opted Members they shall be required to become a member upon appointment).

(2) A Member of the Council must not:

- a. Be disqualified as from acting as a company director;
- b. Have an unspent conviction for an offence involving dishonesty or deception (such as fraud);
- c. Have been convicted of an offence as prescribed in section 9 of the Charities (Protection and Social Investment) Act 2016 (or any statutory re-enactment or modification of that provision);
- d. Be an un-discharged bankrupt (or subject to sequestration in Scotland), or have a current composition or arrangement including an individual voluntary arrangement (IVA) with their creditors;
- e. Be disqualified from acting as a charity trustee by virtue of section 178-180 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision);
- f. Be barred by the Disclosure and Barring Service (DBS) (or its successors).

(3) A Member of Council will cease to such if the Member:

- a. Becomes in the reasonable opinion of the Council, incapable by reason of mental disorder, illness or injury of managing and administering their own affairs;

- b. Is absent without reasonable excuse for two or more consecutive meetings of the Council and the Council resolve to remove him or her for this reason.
 - c. Is removed by resolution of the Conference as detailed further in Byelaw 11.
- (4) For the avoidance of doubt a member of Council may resign provided there are ten remaining members of Council and membership of Council shall cease on death.
- (5) Any Council member ceasing to meet the qualification criteria shall automatically cease to be a member of Council.

BYELAW 10. CONFERENCE – REPRESENTATION

- (1) The prescribed conditions for a Branch to be represented at a Conference of the Association shall be the Branch:
 - (a) shall have been constituted in accordance with the conditions and procedures at Byelaw 18 and the Council shall have approved its formation;
 - (b) shall have submitted, on or before the 31 March, its trustee report and accounts, together with its independent examiner's report for the previous financial year (i.e. the twelve months ended 31 December in the calendar year immediately prior) ; and
 - (c) shall have submitted, on or before 31 March, its completed 1056 Form for the current year.

A Branch that meets the conditions set out in this Byelaw shall be referred to as a Voting Branch.

- (2) The prescribed number of delegates and voting rights for an entitled Branch shall be one delegate for each Branch and a second delegate if its membership of Ordinary and Life Members registered with the Branch as their home Branch as at 31 December immediately preceding the Conference exceeds five hundred. Each of these delegates shall on a show of hands, electronic or card vote have one vote.
- (3) For the purpose of this Byelaw the Register of the members of the Branch held on the central register of members shall be conclusive evidence of the membership of the Branch.
- (4) The prescribed membership qualification for attending a Conference shall be the delegate is an Ordinary, Life or Associate Member Provided any such Associate Member is a member of the Branch Committee.

BYELAW 11. CONFERENCE AND ELECTIONS – VOTING

- (1) Elections to Office and voting at a Conference shall be:

Elections

- (a) By postal or electronic ballot by Voting Branches prior to a Conference in the case of contested elections for:

- i. Officers of the Association
- ii. Membership of Council
- iii. Annual Conference Committee

(b) Results of elections will be announced at Conference.

(c) In the case of a tie at (a) above, the successful candidate will be determined by totalling the number of Ordinary, Life and Associate Members of the Voting Branches, who are registered with the Branch as their home Branch, as at 31 December immediately preceding the Conference who voted for either or both candidates.

Voting at Conference

(d) By ballot, which may be conducted electronically, in the case of any resolution to remove any Officer of the Association or Member of the Council but such resolution shall not be carried unless approved by two-thirds of the delegates present and voting.

(e) By card or electronic vote in any case where it is required by the Rules of Procedure.

(f) By electronic vote or by a show of voting cards in any other case.

Provided nothing in this Byelaw shall prevent further or other provision for voting by electronic ballot or by card vote being made either by the Rules of Procedure or by the Conference.

(2) For the purposes of this Byelaw a postal or card or electronic vote shall mean one delegate on behalf of their Branch shall be entitled to cast the number of votes to which their Branch is entitled by the Byelaws.

BYELAW 12. CONFERENCE – ANNUAL CONFERENCE COMMITTEE

(1) A report by the retiring Annual Conference Committee, on the Annual Conference for which it has been responsible, shall be rendered by the retiring Committee to the newly elected Committee.

(2) The members of the Annual Conference Committee shall hold office for a period of three years following the conclusion of the first meeting of Council after an Annual Conference.

(3) The prescribed number of Ordinary, Life or Associate members to be elected to the Annual Conference Committee by Conference shall be three. The Council shall in addition appoint two members of the Council to the Annual Conference Committee.

BYELAW 13. CONFERENCE – NOMINATIONS FOR ELECTION

(1) Subject to the provisions of Rules 10, 11 and 14, nominations for election, as an Officer of the Association or a Member of the Council elected at Annual Conference or the Annual Conference Committee, may only be made by the Council or by a Voting

Branch, with the exception of Life Vice-Presidents or Vice-Presidents who must be nominated by Council.

- (2) Every nomination for election, as an Officer of the Association or an Elected Member of the Council or the Annual Conference Committee, shall be in writing and sent to Headquarters' by the date communicated to Branches by the Secretary General or their nominee. Every nomination paper including those seeking re-election shall be signed by the candidate and be accompanied by a CV, photograph and a short brief stating their skills and experience and what they hope to achieve if elected.

BYELAW 14. CONFERENCE – NOTIFICATION OF RESOLUTIONS

A Voting Branch or Area Council wishing to move a resolution at an Annual Conference shall give notice in writing to the Secretary General or their nominee of the terms of the resolution not less than seven weeks before the date of the Annual Conference. Except as permitted by Byelaw 15 (2) no resolution shall be moved by a Voting Branch or Area Council unless such notice has been given.

BYELAW 15. CONFERENCE – THE AGENDA

- (1) The Agenda of the Conference, containing all nominations and resolutions, shall be printed and/or provided in electronic format, and one copy thereof supplied to each Branch and Area Council attending Annual Conference, not less than 14 days before the first day of the Conference.
- (2) Any resolution, subject or matter not included in the Agenda shall not be moved, raised or discussed at an Annual Conference and no business other than specified in the notice convening a Special Conference shall be dealt with at such Conference.

Provided, if in the opinion of the Council an important matter of urgency affecting the Association arises after the Agenda has gone to press, the Agenda may be altered by resolution of the Conference so as to enable it to be discussed.

BYELAW 16. CONFERENCE – INFORMATION FOR BRANCHES

Copies of the Annual Report of the Council and of the Annual Accounts of the Association shall be issued and/or made available electronically to all Branches and Areas attending Annual Conference not less than 14 days before the first day of the Conference. Branches not represented at Annual Conference will receive these documents as soon as practicable after Conference. Copies will be made available on the Association's website. For the avoidance of doubt notices and information shall be sent out by email to the email address notified by each Branch Representative to the Association.

BYELAW 17. REGIONS

- (1) The prescribed conditions for an Area Council to make regulations governing the constitution, proceedings and administration of any Regional Committee in its Area are that the regulations shall be:

- (a) In accordance with any guidance issued by the Council; and
 - (b) Agreed by the Regional Committee.
- (2) The prescribed functions of a Regional Committee shall be to:
- (a) Monitor, develop, support, assist and advise Branches within the Region;
 - (b) Recruit new and retain existing members and assist in the formation of new Branches within the Region;
 - (c) Consider any matter referred to it by the Area Council and make representations to the Area Council on any matter related to the furtherance and benefit of the Region;
 - (d) Make recommendations to the Area Council on any matter of policy submitted to it for consideration by a Branch allocated to the Region;
 - (e) Encourage the fund-raising and welfare activities in the Region; and
 - (f) Co-ordinate and promote such activities amongst the Branches in the Region as may be agreed by the Area Council.

BYELAW 18. BRANCHES – FORMATION

- (1) The prescribed procedures for forming a new Branch (including Virtual Branches) are:
- (a) An application for the formation of a new Branch must be made on the appropriate form and signed by not less than 12 persons, being either Ordinary, Life or Associate Members, who shall be the Founder Members.
 - (b) The application for a proposed Branch (that is not a virtual Branch) shall be submitted to the Council through the Area Council concerned but, before forwarding the application to the Council, the Area Council shall notify all Branches in the vicinity of the proposed new Branch. Any such Branch shall have the right of objecting to the proposed new Branch and any such objections shall be submitted to the Area Council.
 - (c) The application for virtual Branches shall be submitted via the Secretary General to the Council.
 - (d) The inaugural meeting of a new Branch shall be convened by the Founder Members and the proceedings of the meeting shall be reported to the Secretary General (or their nominee) on the prescribed form; and
 - (e) At the inaugural meeting, or as soon as reasonably practicable thereafter, and annually thereafter, a Chairman, Vice-Chairman, Secretary, Treasurer and Committee shall be elected. The Secretary General (or their nominee) shall be notified of the names of the Officers of the Branch so elected. On receiving such notification, the Secretary General shall forward, to the Branch, a certificate authorising the formation of the Branch signed by the Chairman of the Council.

- (f) A Registered Members Group (RMG) may be used as a precursor to the establishment of a new branch with the prior authorisation of the Council.

Charitable status of branches

- (2) The Association requires all Branches (excluding a Pop-Up Branch), utilising the Royal Charter as their charitable objects:

- (a) In England and Wales to be registered as individual charities with the Charity Commission;
- (b) In Scotland to be registered as individual charities with the Office of the Scottish Charity Regulator (OSCR);
- (c) In Northern Ireland to follow the requirements of the Charity Commission for Northern Ireland (CCNI);
- (d) In other jurisdictions to take local action to ensure compliance with local Charity legislation and to register/confirm their charitable status as necessary.

Branches should contact Headquarters for advice and guidance on registering with the Charity Commission, OSCR or their local charity regulator.

BYELAW 19. BRANCH – BRANCH CLOSURE

- (1) A Branch closing due to the fact the current Membership is unable to form a Committee should be afforded the opportunity via HQ to form a Registered Members' Group (RMG).
- (2) The prescribed procedure for closing a Branch under Rule 30(2) or (3) shall be:
 - (a) The Branch shall not be closed unless, in the first instance, a resolution to that effect has been passed by the Area Council or by the Council;
 - (b) The Secretary General or their nominee shall serve one month's notice of closure to the President, Chairman and Secretary of the Branch or, if none of those Officers can be traced, to some other Officer or member of the Branch.
 - (c) The notice shall include full particulars of the reasons for closing the Branch and explain the Branch's right to appeal against the notice in accordance with procedures determined by the Council. The notice will be forwarded with a copy of the Royal Charter, Rules and Byelaws.
 - (d) If before the expiration of the prescribed notice the Branch appeals against closure in writing to the Area Council (or, if the resolution for closure has been passed by the Council, to the Council), the decision of the Area Council or Council shall not take effect until the appeal by the Branch has been heard.
 - (e) The members of a Branch which has been closed under this Byelaw shall be transferred to such other Branch or Branches as they may elect by notice in writing

to the Secretary General or their nominee or, in default of such election, as the Area Council or the Council may determine.

- (f) A Member of the Council or Area Council who is also a member of the Branch concerned shall be disqualified from considering or adjudicating upon the question of the closing of the Branch at the meeting of the Area Council or Council at which such closure is being considered.
 - (g) An Area Representative Member who is not a member of the Branch concerned but who represents the Area concerned may consider the question of the closing of the Branch at the meeting of the Council at which such closure is being considered but shall be disqualified from voting upon it.
- (3) Where an Area Council or Council decides to close a Branch it may consider whether the conduct of one or more members of the Branch Committee is such that action should be taken against them individually under the Association's procedures for dealing with misconduct.

BYELAW 20. BRANCHES – PRODUCTION OF BOOKS

- (1) A Branch or Branch Club, on being required to do so by the Council or the appropriate Area Council, shall produce all books, records and other documents for the inspection of the authorised representative of the Council or the Area Council.
- (2) Annual reports and accounts of all Branches and Branch Clubs, together with the report of the independent examiner shall be provided to HQ by 31 March each year.

BYELAW 21. BRANCH CLOSURE – FORWARDING OF ACCOUNTS AND FUNDS

The prescribed period for forwarding the remaining funds and audited accounts on the closure of a Branch as required by Rule 31 shall be three months.

BYELAW 22. FINANCE AND ACCOUNTS – FINANCIAL YEAR

The financial year of the Association shall be from 1 January to 31 December or such other dates as shall be determined by the Association at an Annual Conference.

BYELAW 23. FINANCE AND ACCOUNTS – KEEPING OF ACCOUNTS

The following accounts shall be kept for the funds of the Association:

- (a) An account for those monies held centrally by the Association to be known as the Central Fund;
- (b) Such other bank accounts as the Council shall require or approve.

BYELAW 24. FINANCE AND ACCOUNTS – CREDITS TO ASSOCIATION FUNDS

- (1) There shall be credited to the Central Fund of the Association:
 - (a) All lands, monies, securities or other property acquired by the Association;

- (b) All gifts of money or property of whatever kind whether arising from public or private subscription or otherwise provided such gifts of money or property are directed by the donors towards the general objects of the Association;
 - (c) All monies which shall come into the hands of the Association from the activities of the Association in promoting and affecting its objects.
- (2) There shall be credited to each Branch Fund:
- (a) Part of each subscription, for members of a Branch, returned to the Branch at the beginning of each subscription year;
 - (b) All monies paid or donated to that Branch specifically for its purpose and benefit;
 - (c) All monies, raised by that Branch, specifically for its purpose and benefit with such approval as may be required by the Area Council.

BYELAW 25. FINANCE AND ACCOUNTS – EXAMINATION OF ACCOUNTS

- (1) The accounts of the following shall be examined annually:
- (a) The Association by a qualified auditor appointed by the Association at Annual Conference;
 - (b) Each Branch by an independent examiner (unless there is a legislative requirement for a Branch to have its accounts audited); the appointment of the independent examiner or auditor if required shall be made by the Branch at the Branch Annual General Meeting.
- (2) Where a Branch has a Branch Club the Branch's independent examiner shall also carry out an annual independent examination of the accounts of the Branch Club.
- (3) The Council, or the Area Council, may require an additional examination of the accounts of a Branch or Branch Club shall take place by a qualified auditor or independent examiner approved by the Council or the Area Council.

BYELAW 26. FINANCE AND ACCOUNTS – AVAILABILITY OF ACCOUNTS

The annual trustees' report and accounts of the Association and Branches, together with the report of the qualified auditor or independent examiner, shall be kept available for inspection by any Member.

BYELAW 27. FINANCE AND ACCOUNTS – EXPENSES

- (1) The reasonable expenses of the Council, including those of its members attending meetings and Annual Conference, may be reimbursed from the Fund of the Association.
- (2) The reasonable expenses of an Area Council, including those of its members attending meetings and the Area Conference and of the Area Delegate attending Annual Conference, may be reimbursed from the allocated Area Fund.

- (3) The reasonable expenses of a Branch Committee, including those of its members attending meetings and of any delegates from the Branch to Area or Annual Conferences, may be reimbursed from the Branch Fund.

BYELAW 28. THE JOURNAL OF THE ASSOCIATION

Any Journal, published by the Association, shall be distributed to the members on such terms and conditions as may be determined by the Association at Annual Conference and may also, if so determined, be sold to members of the public.

BYELAW 29. SUPPLY OF ROYAL CHARTER, RULES, BYELAWS AND STANDARD REGULATIONS

A copy of the Royal Charter, Rules, Byelaws and Standard Regulations shall be supplied to any member, on request, at a cost which shall be determined by the Council, and shall be available in electronic format at no charge.

BYELAW 30. COMPLAINTS PROCEDURE

- (1) Complaints against any member of staff, volunteer, member (of whatever class of membership), committee, Area, Region or Branch shall be handled in accordance with procedures authorised by the Council.
- (2) Any complaint against the Secretary General, Officer of the Association or a member of Council shall be heard by the Council in accordance with procedures authorised by the Council.

BYELAW 31. REGISTERED MEMBERS GROUP (RMG)

- (1) An application for the formation of a new RMG from a closing Branch or to assist the formation of a new Branch must be made on the appropriate form and signed, by not less than 12 persons being either Ordinary or Life Members of the Association or eligible for such membership.
- (2) The prescribed procedure for forming an RMG, due to the closure of a Branch, is that the remaining members of the Committee of the Branch shall follow the Byelaws.
- (3) The application shall be submitted to the Council through the Area Council concerned.
- (4) The Secretary General (or their nominee) shall be notified of the names of the principle contact of the RMG and on receiving such notification the Secretary General shall forward to the RMG a certificate authorising the formation of the RMG signed by the Chairman of the Council.
- (5) RMGs are not permitted to hold funds or to open or operate bank or other accounts in the name of the RMG.