



## HKPA CONSTITUTION

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### Amendments

All most recent changes will be annotated by eg. [surrounding the amended text with brackets]

1. 15 Dec 2013 AGM



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### 1. Name

(a) The name of the Association is

HONG KONG PARAGLIDING ASSOCIATION

(hereinafter called the "HKPA").

(b) The HKPA is concerned with all activities recognized as paragliding (Hang Gliding Class 3 ) by the Federation Aeronautique Internationale and known by the Civil Aviation Authority in the United Kingdom as parascending.



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### 2. Office

The office of the HKPA will be situated at such place as the Executive Committee shall determine, provided that prior notice shall be given to all members of an such change.



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### 3. Objectives

The objects for which the HKPA is established are :-

- (a) To promote and encourage paragliding through co-operation and negotiation on behalf of members with the CAD, other Government Departments, the Armed Services, the Hong Kong Government Flying Services, the Amateur Sports Federation and any other bodies and organizations, including organizations abroad.
- (b) To ensure the observance of high standards of safety in paragliding of members by adherence to the British Association of Paragliding Clubs (BAPC) Operations Manual for paragliding as the guideline and subsequent issuance of HKPA instructors' licences in accordance with guidelines set out in the aforementioned.
- (c) To encourage new developments in paragliding techniques for use on land.
- (d) To promote both national and international paragliding championships and contests and the participation of our members therein.
- (e) To foster collaboration with other related sporting organizations which also use air-space and land take-off areas such as free-fall parachuting and powered flying (Hong Kong Aviation Club).
- (f) To safeguard the independent and self-sufficient basis of members and groups and concentrate resources arising from HKPA of members and groups and subscriptions and necessities in accordance with the foregoing aims.
- (g) To produce and distribute a periodic newsletter.



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### 4. Membership

(a) Full membership shall be available to any person providing that person is willing to support the HKPA and receive the newsletter. A full member shall pay a full membership fee. Full members shall have voting rights and the right to be voted for.

(b) Life Membership shall be available to any person who subscribes to the same ideals as any person wishing to become a Full Member but who wishes to establish a longer right of association with the HKPA in consideration for such higher membership fee as shall be established by the members in general meeting.

(c) The Founding Committee of the HKPA are granted full life membership in recognition of their efforts in establishing the HKPA. The Founding Committee are Angus Scott, Anthony Bird, Rupert Utley, Paul Collins, and David Balman.



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### 5. Subscriptions

- (a) The subscription fee payable to Full Members and Life Members, respectively, shall be the same, according to the category of membership regardless of the member, except as provided for in Clause 5(d) hereof.
- (b) Any proposed variation of subscriptions payable shall be circulated to all members in writing and shall be voted on either by postal ballot or by the majority of members present at a duly convened General Meeting called by the Executive Committee, the method adopted to be decided by the Executive Committee.
- (c) All subscriptions shall be kept as low as possible without compromising the stated objectives for which the HKPA is established.
- (d) Those members exempt from subscriptions will include all serving Committee members and the Founding Committee.



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### 6. General Meetings

(a) The HKPA shall hold a General Meeting in every calendar year as its annual General Meeting at such time and place as may be determined by the Committee.

(b) Twenty-one days notice shall be given by the Committee for an Annual General Meeting and fourteen (14) days notice for an Extraordinary General Meeting ("EGM") either by post or telefax, or by telephone.

(c) Should a number of full members wish to hold an EGM they may do this provided that the following circumstances prevail and the action outlined is followed:

- more than 50% of the existing full members shall identify themselves by name and inform the Secretary of the HKPA that they wish to hold an EGM; and

- they must give 21 days notice to the Secretary so that other members may be informed within the 14 day notification time outlined in paragraph (b) above.





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### 7. Proceedings at General Meeting

(a) The Chairman of the HKPA shall preside as Chairman at every General Meeting, but if not present within 15 minutes after the time appointed for such a meeting, members shall choose a member of the Committee to preside.

(b) The attendance at General Meetings is open to all members and any special guests of the Executive Committee, wherein only full members in attendance, or by virtue of their letter of proxy, a person on their behalf, are eligible to vote. The quorum for an annual or Extraordinancy General Meeting shall be not fewer than twenty (20) members present in person. In the absence of a quorum, the meeting shall be adjourned and be convened again within 14 days. For this adjourned meeting, members of the Association shall again be notified 7 days in advance in writing by post. At this adjourned meeting, any number of members present shall be a quorum.

(c) A resolution in writing signed by a majority of the members, provided that all members have received a copy of the resolution, shall be a valid and effectual as if it had been passed at a General Meeting duly convened and held. Any such resolution in writing may consist of several documents in like form each signed by one or more members.



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### 8. Executive Committee

(a) Executive Committee: The management of the HKPA shall be vested in a committee of not more than five elected members. This number may be increased at any AGM by vote, up to a total of not more than one tenth of the total number of full members. Once the committee has been voted in, the Committee will then in turn vote for the Chairman of the HKPA, a Vice-Chairman, a Secretary, a Treasurer and a Safety Officer. The Chairman will not normally enjoy the privilege of voting but should there be an equal balance of votes, he will then have the right of casting a vote. The Committee will also have the right to co-opt specialist members onto the Committee as required and those specialist members will be acting in an advisory capacity and will not have any voting rights.

(b) Nomination: At least two months before the date fixed for each AGM notice in writing shall be given to all full members of the HKPA requesting nominations for the Committee. At least 14 days before the AGM a ballot paper containing such nominations shall be circulated to all full members and ballot papers must be returned by hand or post in time for the AGM.

(c) Rotation of members of the Committee: The period of elected service of a member of the Committee shall be 2 years but half the Committee shall retire every year and be eligible for re-election. The members who retire will be those who have been longest in office since their last election. As between members of equal seniority and in the absence of agreement, selection shall be by lots.

(d) Casual Vacancies and Co-option: The Committee may make an appointment to fill a casual vacancy among its' officers with full voting rights in the Committee until the next AGM when that officer shall retire but be eligible to re-election.



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### 9. Powers of the Committee

(a) The Committee shall have power to appoint Sub-Committees. One permanent Sub-Committee will be the HKPA Instructor Examiner's Panel and Safety/Training Committee which will elect its own member and upon retirement Chairman STC, will put forward & candidate for appointment of Chairman STC by the Executive Committee. The Sub-Committee will be concerned with all aspects of Instructor training, operating procedures and accident investigation and is responsible to the Executive Committee of the Association.

(b) The Chairman of HKPA may attend any HKPA Sub-Committee meeting.



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### [10. HKPA Code of Ethics]

[This Code applies to all members of the HKPA, whether as individuals, delegates, elected officials, instructors or in any other official capacity as determined by the Executive Committee.]

(a) Dignity: The dignity of all individuals who participate in paragliding in any capacity shall be safeguarded and maintained. There shall be no form of discrimination based on any criteria other than merit and performance. Cheating in any form, including doping, will not be tolerated. The principles of fair-play shall be applied by all competitors and officials.

(b) Good Behaviour: All members of the HKPA have a duty to uphold the good name of the HKPA and the paragliding community. HKPA Members must not tolerate harassment, discrimination or abuse, physical or mental, on other members of that community or of society as a whole. HKPA members shall operate in accordance with the HKPA operations manual, use safe methods and procedures, show good judgement and display and encourage safe paragliding at all times.

(c) Breaches of Code of Ethics: Any breaches of this Code will be considered by the HKPA Executive Committee and promulgated in minutes. Action may be taken include but are not limited to:

- Demotion
- Revocation
- Sanction
- Fine
- Temporary Expulsion from the HKPA
- Permanent Expulsion from the HKPA. regardless of membership status with no financial recourse.]