



Ninth Amendment

as adopted by

the Executive Committee

on 25 June 2003 and by

the Members of the Association

on 19 October 2003

effective date: 1 January 2004

Nono Emendamento

adottato dal Comitato Esecutivo

il 25 giugno 2003 e

dai Membri dell'Associazione

il 19 ottobre 2003 entrato

in vigore: il 1° gennaio 2004





Articles of Association

Ninth Amendment approved by the Executive Committee on 25 June 2003 and by the Members of the Association on 19 October 2003.

Effective date 1 January 2004

Article I

ESTABLISHMENT AND PURPOSES

1. An association to be known as the Former FAO and Other UN Staff Association (hereinafter referred to as FFOA) is hereby established, as a non-profit making body, recognized by and operating within the framework of the Food and Agriculture Organization of the United Nations (FAO), the International Fund for Agricultural Development (IFAD) and the World Food Programme of the United Nations (WFP) with its seat in the headquarters of FAO in Rome.

2. The aims and functions of the FFOA shall be:

- a) to promote and support the purposes and activities of the organizations and bodies of the United Nations system;
- b) to improve the retirement and other benefits of its members and to study, propose and take measures to protect their interests with all the means at its disposal;
- c) to foster friendly relations between its members and keep them informed on matters of interest to them;
- d) to promote the interests of its members vis-à-vis the FAO Staff Pension Committee, the Joint Advisory



Committee on Medical Coverage, the Federation of Associations of Former International Civil Servants and other international bodies, including the United Nations Joint Staff Pension Board;

e) to maintain close contact with the FAO staff associations and seek their collaboration in matters of concern to retired staff members.

Article II

MEMBERSHIP

1. Eligibility

Membership in FFOA shall be open to:

- a) former staff members of a United Nations organization who receive or are entitled to receive, upon retirement, a benefit from the United Nations Joint Staff Pension Fund;
- b) former staff members of a United Nations organization who have had at least five years of service with such an organization;
- c) the spouse of a member;
- d) the surviving spouse of a member, provided he or she receives a benefit from the United Nations Joint Staff Pension Fund;
- e) staff members of a United Nations organization still in active service, as associate members without voting rights;
- f) the surviving spouse of a staff member of a United Nations organization who would have become entitled to



membership, provided he or she receives a benefit from the United Nations Joint Staff Pension Fund;

g) the recognized surviving dependant of a member, provided he or she receives a benefit from the United Nations Joint Staff Pension Fund.

2. Application

Application for membership shall be submitted to the Executive Committee (see Article III) for approval.

3. Duration and termination

a) Membership shall commence upon approval of the application made in accordance with paragraph 2 above and receipt of the membership fee referred to in paragraph 5 below. Membership shall end upon the expulsion or the death of the member or by withdrawal in accordance with paragraph 7 below.

b) Membership shall be suspended if a member fails to pay annual fees for two consecutive years. The member may be re-admitted upon payment of all fees in arrears.

c) Associate membership shall end upon retirement of the member from the United Nations organization he or she is serving.

4. Type of membership

Membership shall be either honorary, associate, annual or life.

a) *Honorary membership* is conferred in accordance with paragraph 6. It entitles the member to all services



normally available to members without the obligation to pay a membership fee.

b) *Associate membership* entitles the member to all services normally available to members and requires the payment of the membership fee specified in paragraph 5 a) for the first time upon joining the Association and subsequently on the annual payment date. It is available to staff members of United Nations organizations still in active service until their retirement. An associate member has no voting rights and cannot be elected to the Executive Committee.

c) *Annual membership* entitles the member to all services normally available to members and requires the payment of the membership fee specified in paragraph 5 a) for the first time upon joining the Association and subsequently on the annual payment date. An annual member may change to life membership upon paying the life membership fee, as specified in paragraph 5 b) without any credit for past annual fees paid.

d) *Life membership* entitles the member to all services normally available to members and requires the payment of the full amount of a set number of membership fees as specified in paragraph 5 b) upon joining the Association.

e) Applicants for membership under paragraph 1 a), b), c), d) and e) must choose between annual and life membership when applying for membership. Applicants under paragraph 1 f) and g) can become annual members only.



f) The surviving spouse of an annual or life member may become an annual member and shall be required to pay the fee as specified in paragraph 5a) upon completion of the period for which the deceased member has already paid the fees.

5. Fees

Membership in FFOA shall be contingent upon the payment of the membership fee specified below. The amount of the fee shall be set by the General Assembly or by a Referendum.

a) The fee for annual membership shall be paid until the membership ends.

b) The fee for life membership requires the payment of the full amount of a set number of membership fees, as determined and adjusted, from time to time, by the Executive Committee.

6. Honorary membership

The General Assembly may confer the title of Honorary President or Honorary Member on former Executive Heads of United Nations organizations with their headquarters in Rome and other persons who have made substantial contributions to FFOA or to United Nations organizations. Such persons shall not pay membership fees and shall not have voting rights.

7. Withdrawal

Notice of withdrawal from the Association shall be submitted in writing to the Executive Committee. Withdrawal shall take effect from the end of the calendar year in which the notice is submitted.



8. Suspension and expulsion

a) If the Executive Committee considers that the conduct of a member may be prejudicial to the interests of the Association or of its members, the Executive Committee may nominate an ad hoc Committee to investigate the allegations and to make a recommendation to the Executive Committee either to suspend the member concerned for a period of three months or not to take such action since the allegations have proved to be unfounded. Should the Executive Committee, in the light of the ad hoc Committee's recommendation, decide to suspend the member concerned, he or she shall be given ample opportunity to justify his or her conduct to the Executive Committee during the period of suspension. Having considered the member's justification the Executive Committee shall decide whether to revoke the suspension or request the ad hoc Committee to investigate whether the member concerned should be expelled. In the latter event the suspension shall continue until the ad hoc Committee has completed its investigations and the Executive Committee has taken a decision. The ad hoc Committee shall make a recommendation to the Executive Committee either to expel the member concerned or not to take such action since expulsion is not warranted.

b) The decisions of the Executive Committee referred to above shall be taken by a simple majority at meetings of the Committee which have been duly convened with at least one month's notice and shall be recorded in the minutes of the meetings concerned. The ad hoc Committee shall be composed of three members, of whom one shall be appointed by the Executive Committee and one by the



member concerned. These two shall appoint the third member, who shall act as the President. All three members of the ad hoc Committee shall be members of the Association who have paid their membership fees. The meetings of the ad hoc Committee shall not be open to any other members of the Association.

Article III

GOVERNING BODIES

The governing bodies of the FFOA shall consist of the General Assembly and the Executive Committee.

1. General Assembly

a) The General Assembly shall consist of the FFOA members who have paid their membership fees. It shall meet at least once a year and be convened by the Executive Committee not less than two months before the date set for the session. The Executive Committee shall send each member a copy of the Provisional Agenda and of the documents mentioned therein.

b) The General Assembly may decide to hold a special session, in which case it must, at the same time determine the date of the session. A special session may also be convened at the request of the majority of the full Executive Committee or 30 or more members of the FFOA who have paid their membership fees.

c) Fifty members present shall constitute a quorum. The President of the Association shall ascertain the presence of a quorum immediately upon opening the session.



1.1 Agenda

The Agenda for a session of the General Assembly shall include:

- a) adoption of the draft report of the previous session of the General Assembly;
- b) adoption of the Report of the Executive Committee;
- c) adoption of the Financial Report for the past financial year;
- d) adoption of the Programme of proposed activities and approval of the Budget for the following financial year;
- e) nomination of auditors.

1.2 After the adoption of the Agenda by the General Assembly no new item may be discussed.

1.3 Voting

- a) Decisions of the General Assembly shall be taken by a simple majority of the members participating in the voting, with the exception of decisions on amendments of the Articles of Association which require a two-thirds majority.
- b) Voting at a session of the General Assembly shall be by a show of hands unless otherwise decided by the General Assembly. Voting by proxy shall be permitted.

2. Executive Committee

- a) The Executive Committee shall consist of 11 members elected by all members of the Association for a period of



panel composed of not less than three members of the Executive Committee.

2.1 Co-option

The Executive Committee may co-opt FFOA members to serve as:

- a) ad interim members, with full voting rights, to fill seats vacated by elected members until the next election, consideration being given particularly to members nominated to stand but not elected to the Executive Committee at its last election;
- b) ad hoc members, without voting rights, to carry out specific functions for a specific period of time not to exceed the current mandate of the Executive Committee.

2.2 Quorum

Five members of the Committee, including ad interim members, shall constitute a quorum for its meetings.

2.3 Functions

- a) The Executive Committee shall be responsible for implementing the programme approved by the General Assembly and for carrying out the day-to-day affairs of the FFOA. It shall elect from among its members a President, two Vice-Presidents, a Treasurer, a General Secretary and such other officers as may be necessary for the conduct of the Committee's business.
- b) If the President is temporarily unable to fulfil his or her functions, one of the Vice-Presidents shall act as President. If one of the members of the Executive Committee is temporarily unable to fulfil his or her



functions, the Committee shall decide which of its members shall take over these functions.

c) The Executive Committee may remove from office any of its members, elected or co-opted, who is absent from three of the monthly meetings during a calendar year without providing the Committee with an acceptable justification.

d) The Executive Committee shall maintain proper accounting records and submit annual accounts, duly endorsed by the Auditors, to the General Assembly; maintain up-to-date copies of the Articles of Association and supply them to interested parties on request; and keep minutes of its meetings and reports of General Assembly sessions.

e) The Executive Committee may, by majority vote, adopt such by-laws to supplement these Articles as it deems necessary to ensure the smooth functioning of the FFOA, its General Assembly and its Executive Committee, it being understood that in the event of a conflict or inconsistency between the provisions of the Articles of Association and those of the by-laws, the former shall prevail.

Article IV

REFERENDUM

1. The Executive Committee may decide to hold a referendum. The decision shall be taken by a simple majority at a meeting of the Committee which has been duly convened with at least one month's notice and at which a quorum is present, and shall be duly recorded in the minutes of that meeting.



2. Thirty or more FFOA members who have paid their membership fees may request the holding of a referendum, by submitting a written request to the Executive Committee setting out the reason for the request and the issue(s) which would have to be decided by the referendum, accompanied by a list showing the names and signatures of the members supporting the request, with the words: “I support the request for this referendum” printed above each name. Upon receipt of the request the Executive Committee shall determine without delay whether at least thirty of the members supporting the request have paid their membership fees. Should this not be the case then the Committee shall inform the members concerned that the request does not meet the requirements of Article IV of the Articles of Association and, therefore, cannot be processed.

3. Having decided to hold a referendum or having determined that a request for a referendum meets the requirements of Article IV of the Articles of Association, the Executive Committee shall determine whether adequate financial resources are available to cover the costs involved before proceeding with the arrangements set out in Annex 1: “PROCEDURE FOR A REFERENDUM”.

4. Decisions shall be taken by a simple majority of the members participating in the Referendum, with the exception of decisions on amendments of the Articles of Association which require a two-thirds majority. Only the decisions of members who have paid their membership fees shall have legitimacy.

5. The Executive Committee shall inform the members of the FFOA of the result of the referendum and take all appropriate measures to implement the result without delay.



Article V

FINANCE

FFOA shall be financed by:

- a) membership fees;
- b) donations, legacies, grants and funds raised from such other activities as may be determined by the Executive Committee.

Article VI

AMENDMENTS

- a) The present Articles may be amended by the General Assembly as provided in Article III, paragraph 1.3, subparagraph a), or by referendum either on the proposal of the Executive Committee or at the request of at least thirty FFOA members who have paid their membership fees.
- b) Amendments shall stipulate the date on which they become effective.
- c) Amendments shall be communicated to FFOA members, to the Executive Heads of United Nations Organizations with their headquarters in Rome who have recognized FFOA and to sister associations.



Article VII

RELATIONSHIPS WITH OTHER INTERNATIONAL ASSOCIATIONS

FFOA may become a member of the Federation of Associations of Former Civil Servants and of other international associations related to the United Nations, should the Executive Committee decide such membership to be in the interests of FFOA. The Executive Committee may also decide to withdraw FFOA temporarily or permanently from membership of any organization of which it is a member.

Article VIII

DISSOLUTION

The dissolution of FFOA may be decided only by a referendum among its members, for which three months' notice must be given. Such a decision shall require a two-thirds majority of the votes cast. Before dissolution takes place the General Assembly shall be called to decide upon the disposal of FFOA's assets.

Article IX

LIABILITY

FFOA shall be responsible for all obligations contracted in its name. No individual member shall be liable for them.



2.3 Prepare the documentation to be sent to members, which shall consist of: a letter setting out the reason for and the issues of the referendum; instructions for the return of the ballot paper and the deadline for its receipt; the ballot paper itself, summarizing the issues to be decided and allowing space for the positive or negative decision of the member concerned; and a reply envelope addressed to the FFOA Office bearing the words: "BALLOT PAPER FOR REFERENDUM - NOT TO BE OPENED BY THE SECRETARIAT".

2.4 Submit the documentation referred to in paragraph 2.3 to the Executive Committee for clearance, and subsequently arrange for its despatch at least three months before the deadline set for the receipt of the replies to all members of FFOA who have paid their membership fees.

2.5 Make appropriate arrangements for the safekeeping of the sealed envelopes containing completed ballot papers until the date set for their opening, which shall not be earlier than the deadline for receipt mentioned in the letter addressed to FFOA members.

2.6 Count all envelopes received and open them in the presence of the full Referendum Committee, which shall record the decisions expressed in the ballot papers and draw up an account of the opening of the envelopes received and the result of the referendum. This report shall be submitted, signed by all members of the Referendum Committee, to the Executive Committee, without delay. If necessary, the Referendum Committee shall determine whether a two-thirds majority was reached.

3. Dissolution of the Referendum Committee

Having received the report on the opening of the envelopes and the result of the referendum and found everything to be in good order the Executive Committee shall discharge the Referendum Committee.



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