

Australian Professional Chapter Constitution 2017

Constitution Article 1 - Name and Geographic Boundaries

Constitution, Article 1, Section 1: The name of this organization is the *Australian Professional Chapter of the International Society of Explosives Engineers* (“the Chapter”), formed under a charter granted by the International Society of Explosive Engineers (“the Society”).

Constitution, Article 1, Section 2: Explosives engineering is defined as that area of engineering practice where judgment, experience and knowledge are utilized in the application, development and transfer of scientific principles and techniques as they pertain to the safe use, handling, manufacture, transportation and storage of explosives.

Constitution, Article 1, Section 3: The geographic boundaries served by this Chapter initially, shall be *Australia*.

Constitution, Article 2 - Mission and Goals

Constitution, Article 2, Section 1. Mission: To advance the science and art of explosives engineering.

Constitution, Article 2, Section 2. Goals:

Section 2 (a) To maintain a strong organization structure that address the needs of all members.

Section 2 (b) To serve society as a body of specialists and encourage service to the community where the skills of those who work with explosives can best be applied.

Section 2 (c) To establish and strengthen working relationships with related national and international associations, government agencies, academic institutions, and allied societies having common or related objectives.

Section 2 (d) To provide forums and media through which principles and techniques of explosives engineering may be reported, discussed, and published.

Section 2 (e) To educate policy makers about the explosives industry and identify, monitor, report and respond to public policy issues affecting the explosives industry.

Section 2 (f) To promote a favorable public perception of explosives engineering and the contributions that they make to society.

Section 2 (g) To promote career development and encourage explosives engineering instruction in appropriate educational curricula.

Section 2 (h) To promote the professional development, competence, and qualifications of explosives engineers, practitioners, and those entering the field.

Section 2 (i) To promote standardization of terminology, methods, and regulations in explosives engineering.

Section 2 (j) To establish and maintain a repository of information on the art and science of explosives engineering and encourage its use.

Constitution, Article 3 - Membership

Constitution, Article 3, Section 1. The membership of the Chapter shall consist of the grades of, Member, Associate Member, and Student Member.

Constitution, Article 3, Section 2. Admission to membership of the Chapter shall be upon approval of application duly made, and in accordance with the procedures established by the Chapter Board of Directors (“Chapter Board”) and embodied in the Chapter Constitution.

Constitution, Article 3, Section 3. An applicant to the grade of Member shall be an individual who is presently engaged in or has been engaged in explosives engineering as defined in Article 1, Section 2 or who has had direct operational responsibility for the use and handling of explosives. A Member in good standing has the privilege of holding elective office, voting for Officers and Directors and voting on changes to the Chapter Constitution.

Constitution, Article 3, Section 4. An applicant to the grade of Associate Member shall be an individual who is interested in explosives engineering or the explosives industry, but who is not otherwise qualified to be a Member. An Associate Member has all the privileges and prerogatives of a Member except that they cannot serve in any elected Chapter office or vote in any Chapter matter.

Constitution, Article 3, Section 5. Corporate, Life and Emeritus memberships are not granted by the Chapter. Individuals having membership of the Society of these grades can be inducted as Chapter members of the grades listed in Section 1, as per their individual qualification.

Constitution, Article 3, Section 6. An applicant to the grade of Student Member shall be a science or engineering student currently enrolled in a college or university. A Student Member shall enjoy all the privileges and prerogatives of membership except that they cannot serve in any elected Chapter office or vote in any Chapter matter.

Constitution, Article 3, Section 7. Membership is not transferable or assignable.

Constitution, Article 3, Section 8. An applicant for Chapter membership must be a member of the Society. Applications for membership, in order to be approved, shall include the applicant's Society membership number and be accompanied by a summary of the applicant's employment experience and educational background along with the first year's annual dues. In the event of a dispute, decisions regarding membership qualifications may be appealed to the Chapter Board.

Constitution, Article 3, Section 9. A Chapter member who fails to pay their dues within sixty (60) days after they are due shall be transferred to inactive status and lose all rights and privileges of membership.

Constitution, Article 3, Section 10. A Chapter member who fails to pay their dues within one year after they are due shall be transferred to non-member status and must reapply for membership.

Constitution, Article 3, Section 11. An Associate Member who wishes to apply for the grade of Member must submit an application as provided for in Section 2, but if the current dues for Associate Membership are paid, the application need not be accompanied by remittance of dues.

Constitution, Article 3, Section 12. A Student Member may retain that status until the end of the calendar year in which they cease to be a regularly enrolled student. If the Student Member receives a degree in science or engineering, they may request a transfer to be made to Member or Associate Membership, according to their qualifications, without the payment of additional dues for the year. If request for transfer is not made by the end of the calendar year in which the degree is granted, application must be made as provided for in Section 2.

Constitution, Article 3, Section 13. Pursuant to the Constitution of the Society, no individual will be allowed to be member of any grade of the Chapter without at the same time being a member of the Society.

Constitution, Article 3, Section 14. Membership in the Chapter carries a definite obligation to pay dues, assessments and fees established by the Chapter Board for specified purposes. Membership is renewable without notice, and a member who does not give notice of withdrawal from the Chapter in writing before the start of the calendar year, shall be liable for all dues, assessments and fees for the ensuing calendar year.

Constitution, Article 4 - Officers and Directors

Constitution, Article 4, Section 1. The Officers of the Chapter shall be the President, Vice-President, Secretary, Treasurer, and Past-President. The Officers shall constitute the Executive Committee.

Constitution, Article 4, Section 2. The governing body of the Chapter shall be the Chapter Board, in which the government and management of the Chapter is vested, except as otherwise provided for in the Constitution.

Constitution, Article 4, Section 3. The Board shall consist of the Executive Committee and five (5) Directors elected at large from the Chapter membership.

Constitution, Article 4, Section 4. A person shall not hold concurrently more than one elected Chapter office.

Constitution, Article 4, Section 5. The Executive Committee shall have overall responsibility for the coordination, planning, and administration of all Chapter activities and for such other specific duties as may from time to time be assigned to it by the Chapter Board.

Constitution, Article 4, Section 6. A quorum of the Chapter Board shall consist of five (5) members.

Constitution, Article 4, Section 7. The term of office shall be nominally two (2) years for all members of the Chapter Board. The exact duration of these terms of office shall be determined by the interval between successive Annual Meetings.

Constitution, Article 4, Section 8. All Officers and Directors shall take office at the end of the Annual Meeting following their election.

Constitution, Article 4, Section 9. The offices of President, Secretary and two (2) Directors shall be elected to terms which commence in odd number years; and the offices of Vice-President, Treasurer and three (3) Directors shall be elected to terms which commence in even numbered years.

Constitution, Article 4, Section 10. If the office of the President becomes vacant, the Vice-President shall become acting President to fill out the unexpired portion of the term of the President.

Constitution, Article 4, Section 11. Vacancies occurring in the offices of Vice-President, Secretary, Treasurer, or among the Directors, shall be filled by vote of the Chapter Board for the unexpired portion of the term.

Constitution, Article 4, Section 12. The Vice-President, Secretary, Treasurer and Directors, shall not be eligible to serve more than two (2) successive terms in the same office.

Constitution, Article 4, Section 13. A Nominating Committee appointed by the President and approved by the Chapter Board shall make nominations of Officers and Directors.

Constitution, Article 4, Section 14. Election of Chapter Board members shall be by closed ballot as prescribed in the Constitution.

Constitution, Article 4, Section 15. The Board shall have no more than four (4) members from manufacturers of explosives, no more than four (4) members from end users of explosives and the remaining positions at large.

Constitution, Article 4, Section 16. An individual cannot become a member of the Chapter Board if another individual of the same corporation or business entity is a member of the Chapter Board.

Constitution, Article 4, Section 17. The President is limited to a single successive term, becoming Past-President at the end of that term. An individual acting as President under Section 10 may, at their discretion, become Past-President at the end of that term or stand for election as President for the next term.

Constitution, Article 4, Section 18. A vacancy in the office of Past-President shall, at the discretion of the Chapter Board, be filled for the unexpired portion of the term by either calling back a previous Past-President, calling back a previous Vice-President or creating a temporary second Vice President role.

Constitution, Article 5 - Duties of Officers and Directors

Constitution, Article 5, Section 1. The President shall preside at all business meetings of the Chapter, and exercise general supervision over the affairs of the Chapter according to the policies and regulations established by the Chapter Board.

Constitution, Article 5, Section 2. The Vice-President shall have overall responsibility for the administrative affairs of the Chapter and act in the absence of the President.

Constitution, Article 5, Section 3. The Secretary shall have overall responsibility for keeping minutes of the meetings of the Chapter and proceedings of the Chapter Board, and keeping all official correspondence of the Chapter.

Constitution, Article 5, Section 4. The Treasurer shall have overall responsibility for the dues and funds of the Chapter and shall disburse the same upon the authority of the Chapter Board. They shall report annually to the Society and to the Chapter Board. The President and the Treasurer shall administer the bank accounts. Both signatures shall be authority for withdrawal of funds. Vouchers must accompany all transactions.

Constitution, Article 5, Section 5. The Chapter Board shall meet at least four (4) times year on the call of the President or any six (6) members of the Chapter Board. The Chapter Board shall have the power to make such regulations, not inconsistent with the Constitution, as shall be necessary for the protection of the property of the Chapter, and for the preservation of good order in the conduct of the affairs of the Chapter.

Constitution, Article 5, Section 6. Any Chapter Board member unable to attend a meeting shall so notify the President, in writing, prior to the meeting. Any Chapter Board member failing to attend two (2) consecutive meetings, without sufficient cause, shall be deemed to have vacated the office and the office shall be filled for the unexpired portion of the term as per the respective procedure for that office.

Constitution, Article 6 - Nomination of Officers and Directors

Constitution, Article 6, Section 1. At least six (6) month prior to each Annual Meeting, the President shall appoint a Nominating Committee consisting of five (5) or more Members in good standing.

Constitution, Article 6, Section 2. The Nominating Committee shall nominate candidates for election as Officers and Directors and obtain the consent of each nominee to serve if elected. The proposed slate of candidates shall be published in the official newsletter of the Chapter prior to release of the official ballots.

Constitution, Article 6, Section 3. Other nominations may be made by petition signed by at least ten (10) Members in good standing. The petitioners shall be responsible for obtaining in writing the agreement of the nominee to serve if elected and submitting the petition and the agreement to the Chapter President no later than two (2) months prior to the next election period.

Constitution, Article 6, Section 4. The official ballot shall be made available to eligible Members at the opening of the election period. Ballots shall be marked by the members and returned before the close of the election period. Ballots received after the specified time shall not be counted.

Constitution, Article 6, Section 5. Counting of ballots shall be conducted for each office in turn. The candidate receiving the greatest number of eligible votes cast shall be elected. Votes cast for a candidate elected to an office earlier in the order of counting become ineligible for subsequent counts, the next preference on such ballots are counted in its place. In case of a tie vote, the office shall be filled by vote of the Chapter Board from among those tied for office. The results shall be announced at the Annual Meeting and published in the Chapter newsletter.

Constitution, Article 6, Section 5. The order of counting shall be in the sequence of President, Vice-President, Treasurer, Secretary, Directors.

Constitution, Article 6, Section 6. An elected President is not eligible for nomination for any role, becoming Past-President at the end of the term. The sitting Past-President is not eligible for nomination as President. Only sitting or former members of the Chapter Board are eligible for nomination as President.

Constitution, Article 7 - Committees

Constitution, Article 7, Section 1. Committees may be established by the Chapter Board or by the President with the consent of the Chapter Board at any time with specified authority and responsibilities. The President shall be an ex-officio member of all committees.

Constitution, Article 7, Section 2. Actions taken by Committees shall be subject to Article 11 (Declaration of Policy) of this Constitution relating to limitations of responsibility and authority and restricting commitments on behalf of the Society and the Chapter and in matters of policy.

Constitution, Article 7, Section 3. The Standing Committees of the Chapter shall include: (a) Executive (b) Constitution; (c) Nominating; (d) Membership; (e) Newsletter; (f) Program; and (g) Governmental. Until separately established by the Chapter Board, the Standing Committees are deemed extant, with the Chapter Board members as Committee Members and the President as Committee Chairman.

Constitution, Article 7, Section 4. It shall be the function of the Executive Committee of the Chapter Board to execute responsibilities as reference in Article 5.

Constitution, Article 7, Section 5. It shall be the function of the Constitution Committee to advise the Chapter Board about proposed changes to the Constitution.

Constitution, Article 7, Section 6. It shall be the function of the Membership Committee to promote membership in the Chapter and the Society.

Constitution, Article 7, Section 7. It shall be the function of the Newsletter Committee to publish and distribute the Chapter Newsletter.

Constitution, Article 7, Section 8. It shall be the function of the Program Committee to plan and organize the program for Chapter meetings.

Constitution, Article 7, Section 9. It shall be the function of the Governmental Committee to review proposed legislation and regulations which apply exclusively within the geographic area represented by the Chapter and make recommendations to the Chapter Board regarding positions to be taken.

Constitution, Article 7, Section 10. The Chapter Board shall appoint a Chairman for each committee. The Chairman of each Committee shall appoint the other members of the Committee, subject to the approval of the Chapter Board.

Constitution, Article 7, Section 11. Members of Committees shall be appointed to terms of office, nominally one (1) year, running concurrently with the terms of office of the Chapter Board. Members of Committees shall be eligible to serve any number of successive terms to which they are appointed.

Constitution, Article 7, Section 12. Committees shall devise their own rules of procedure and adopt the same with approval of the Chapter Board.

Constitution, Article 7, Section 13. Each Committee Chairman shall file a written report of activities and recommendations to the President, at least thirty (30) days prior to the Annual Meeting.

Constitution, Article 8 - Meetings

Constitution, Article 8, Section 1. There shall be an Annual Meeting of the Chapter held at such time and place, as the Chapter Board shall determine.

Constitution, Article 8, Section 2. Other meetings of the Chapter shall be called by the President upon approval of the Chapter Board, or may be called by a majority of the Chapter Board.

Constitution, Article 8, Section 3. Notices of the time and place of each meeting, and general information shall be sent to all members. Such notices, except in case of urgency shall be sent not less than thirty (30) days before the meeting.

Constitution, Article 8, Section 4. At any meeting any procedural question requiring parliamentary ruling not provided for in this Constitution shall be decided in accordance with Roberts Rules of Order, Revised.

Constitution, Article 8, Section 5. At each Annual Meeting, the President shall present a report of the state of the Chapter to the membership. The President may call upon other Officers, Directors, and Committee Chairmen to present additional reports at this time. Questions, resolutions, announcements and discussions by the membership from the floor will be entertained at this meeting.

Constitution, Article 9 - Chapter Responsibilities

Constitution, Article 9, Section 1. Actions taken by this Chapter shall be subject to Article 11 (Declaration of Policy) of this Constitution relating to limitations of responsibility and authority and restricting commitments on behalf of the Society and in matters of policy.

Constitution, Article 9, Section 2. At its discretion, the Board of Directors of the Society may redefine the geographic boundaries of this Chapter.

Constitution, Article 9, Section 3. This Chapter shall be governed by its own Officers and Directors, subject to its own Constitution and the Constitution of the Society.

Constitution, Article 9, Section 4. The minutes of each Chapter meeting shall be regularly transmitted to the Executive Director of the Society.

Constitution, Article 9, Section 5. In order to preserve the Chapter charter, the Chapter will submit an annual report to the Society, which contains the financial position, membership by name and current address, and a summary of activities for the previous year along with a calendar of events scheduled for the succeeding year.

Constitution, Article 9, Section 6. The Board of Directors of the Society may withdraw the Charter of this Chapter if, in its opinion, the Chapter is not serving the best interests of the Society or if the Chapter is not in substantial compliance with the Constitution of the Society.

Constitution, Article 10 - Financial

Constitution, Article 10, Section 1. The schedule of dues, assessments and fees for members of various grades shall be fixed by a two-thirds vote of the entire Chapter Board. Changes in the dues schedule shall become effective at the beginning of the ensuing fiscal year.

Constitution, Article 10, Section 2. The assets and income of the Chapter shall be applied solely in furtherance of the Mission and Goals outlined in Article 2 and no portion shall be distributed directly or indirectly to the members of the Chapter except as bona fide compensation for services rendered or expenses incurred on behalf of the Chapter.

Constitution, Article 10, Section 3. In the event that the Chapter should be dissolved for any reason, its assets - physical and monetary should be disposed of as follows: 1. All just debts and claims shall be paid from cash on hand; said assets shall be sold if said cash is insufficient to pay all debts and claims. 2. Any remaining assets, for which there are not just claims or debts, shall be turned over, without any restrictions whatsoever, to the Society of Explosives Engineers Educational Foundation, Inc.

Constitution, Article 10, Section 4. The books and financial records of the Chapter shall be open to review at any time by any member of the Chapter Board and by the Executive Director of the Society.

Constitution, Article 11 - Declarations of Policy

Constitution, Article 11, Section 1. Responsibility and authority for any declarations of Society policy, and/or endorsement, and/or rejection of any matter on any subject of policy, is reserved to the judgment and discretion of the Society Board of Directors. Committees (other than the Executive Committee), chapters, officers, corporate or individual members, employees or agents of the Society are not authorized directly or indirectly to commit the Society in any way or any manner financially or otherwise, without prior approval of the Board of Directors of the Society of Explosives Engineers.

Constitution, Article 11, Section 2. Responsibility and authority for any declarations of Chapter policy, and/or endorsement, and/or rejection of any matter on any subject of policy, is reserved to the judgment and discretion of the Chapter Board. Committees (other than the Executive Committee), officers, members, employees or agents of the Chapter are not authorized directly or indirectly to commit the Chapter in any way or any manner financially or otherwise, without prior approval of the Chapter Board.

Constitution, Article 12 - Penalties and Expulsion

Constitution, Article 12, Section 1. If any member of the Chapter shall be suspended or expelled from the Society pursuant to the Society's Constitution, such member shall be deemed to be suspended or expelled from the Chapter.

Constitution, Article 13 - Duration

Constitution, Article 13, Section 1. The Chapter shall exist so long as it continues to be chartered by the Society, except that it may be dissolved in the manner provided by law and pursuant to this Constitution.

Constitution, Article 14 - Amendments

Constitution, Article 14, Section 1. Recommendations for amending, repealing, or adding provisions to the Chapter Constitution may be presented for consideration to the Constitution Committee.

Constitution, Article 14, Section 2. The Constitution Committee shall consider all proposals submitted and present recommendations to the Chapter Board.

Constitution, Article 14, Section 3. A proposal to amend the Constitution, having been approved in advance by the Board of Directors of the Society and by the Chapter Board shall be placed on a ballot and made available to all members eligible to vote on changes to the Constitution.

Constitution, Article 14, Section 4. Ballots shall be marked by the members and returned prior to the next scheduled meeting of the Chapter Board. Ballots received after the specified time shall not be counted.

Constitution, Article 14, Section 5. The Secretary shall count the ballots and report the results to the Board prior to the next Board meeting and to the membership at the next Chapter Meeting. The results also shall be published in the Chapter newsletter.

Constitution, Article 14, Section 6. Amendments to the Chapter Constitution shall become effective at the close of the Chapter Board meeting following their adoption.

Constitution, Article 14, Section 7. An affirmative vote of two-thirds of the valid votes cast shall be required for adoption of an amendment.

Constitution, Article 15 - Official Newsletter

Constitution, Article 15, Section 1. The Chapter shall publish an official newsletter, which shall be distributed to all members. All official and legal notices required to be issued by the Chapter Board to the membership shall be considered as so issued when published in the official newsletter.

Constitution, Article 16 - Emblem and Seal

Constitution, Article 16, Section 1. The Chapter Board shall determine the official emblem and seal of the Chapter.

Officers for 2016/2017:

- President: Evandri Wancik
- Vice-President: Tony Zoitsas
- Vice-President: Mike Higgins
- Treasurer: Mark Dean
- Secretary: Hubert van Dalen

Directors for 2016/17:

- Christine Grealy
- Italo Onederra
- Michael Wiseman
- Michael Martin
- Justin Kobiulusz