

**STATUTE OF THE
MALTA ASSOCIATION OF PUBLIC HEALTH MEDICINE
(MAPHM)**

1. INTERPRETATION

In these Rules, unless otherwise stated, the following meaning shall be attached to these terms in this statute:

The Committee:

The Executive Committee established under Rules 5, 6 and 7 to administer the functions and operations of the MAPHM.

General Assembly:

The ultimate governing body of the MAPHM which comprises all the registered membership of the MAPHM meeting together in general meetings convened in accordance with Rule 7.

Malta:

Has the same meaning as defined in the Constitution of Malta

MAPHM:

The name of the public health association - Malta Association of Public Health Medicine - in short.

Member:

A person that has been admitted under Rule 4 to membership of the MAPHM.

Register of Members:

The computerised listing of names and other basic details about the membership of the MAPHM established under Rule 4.

Authorised signatory stands for those elected officers as per Rule 6 who are designated to execute and deliver in the name and on behalf of the MAPHM, all deeds, mortgages, bonds, contracts and other instruments authorised by the Executive Committee. These officers are the legal representatives of the MAPHM.

2. THE ORGANISATION

- 2.1 The full name of the public health association shall be the Malta Association of Public Health Medicine or MAPHM in short.
- 2.2 The MAPHM shall be an association of persons with an interest in promoting public health in Malta.
- 2.3 The MAPHM shall be a non-governmental, non-political and non-union organisation. Membership shall be granted to individuals only.

- 2.4 The MAPHM shall act under its own rights and obligations and may in the furtherance of its quoted aims undertake or partake in profit making initiatives of a professional nature.
- 2.5 The MAPHM shall not act outside the laws in force in the Maltese Islands.

3. OBJECTIVES AND STRATEGIES

- 3.1 The objectives of the MAPHM shall be:
- (a) in respect of the teaching and practice of public health medicine in Malta:
- i. to promote high standards of practice of public health and_of professional ethics in the specialty;
 - ii. to promote the professional interests of qualified practitioners;
 - iii. to promote and uphold high standards of specialist and undergraduate training in public health;
 - iv. to encourage and support publications and research related to public health medicine
- (b) in respect of the wider concept of public health practice in Malta:
- i. to provide an independent forum for health and other professionals to address public health issues facing the country;
 - ii. to facilitate exchange of information, experience and research on public health matters in Malta;
 - iii. to participate in the co-ordination of personnel development in public health practice in the country;
 - iv. to advocate for and advise upon policies and programmes that contribute to the improvement of public health in the country.
- (c) to seek affiliation with local and international organisations having an interest in public health.
- 3.2 Any or all of the objectives of the MAPHM may be carried out in Malta or elsewhere.

4. MEMBERSHIP OF THE MAPHM

- 4.1 The Committee may consider for membership any applicant under the following three categories:
- (a) Full membership: open to any person who fulfils MAPHM criteria for specialist status in public health. Such criteria are to be drawn up by the Executive Committee and approved by a General Meeting and may be revised from time to time. The criteria are attached at Annex 1.
 - (b) Honorary Membership: shall be open to professional individuals who excel in a public health area, and who in the opinion of the Committee merit such recognition. The Committee shall propose the candidature of the prospective Honorary Member for approval at a General Meeting.
 - (c) Associate Membership: open to professionals with post-graduate qualifications in public health and/or persons who are contributing in the field of public health but who do not fulfill the criteria for full membership.
- 4.2 The Committee may from time to time review the entry criteria and make recommendations to the General Meeting.
- 4.3 Each member shall contribute to the support of the MAPHM by a fee which is proposed by the Committee and agreed to at a General Meeting.
- 4.4 Only full members will be eligible to vote or to be elected to the Committee. Full membership will be withdrawn if membership fee is not regularly paid.
- 4.5 The Committee can propose to the General Meeting a person as Honorary President of the MAPHM. This position is not an elected office.

5. EXECUTIVE COMMITTEE

- 5.1 The Committee shall consist of nine (9) elected members of the MAPHM. The offices appointed by internal voting within the Committee will be those of a President, a Vice-President, an Honorary Secretary, a Treasurer, an International Secretary, a Public Relations Officer and a Research Officer. Holders of such officers are hereinafter referred to as "elected officers".
- 5.2 The members of the Committee shall be so elected by and from among the members of the MAPHM in the manner prescribed in Rule 7, at a General Meeting.
- 5.2.1 There will be a representative from the associate members on the executive committee. Such a member will be nominated from the associate members by agreement or by election. Such member will have an observer status but no voting rights.
- 5.3 The term of office of the Committee shall be 24 months. All members of the Committee can be re-elected for future terms except for the President who cannot be re-elected to the same office after a consecutive second term in office. He or she can however be re-elected for another elected office.
- 5.4 The office of an elected officer or the seat of a member of the Committee shall become vacant if he or she:
- (a) resigns the office in writing;
 - (b) ceases to be a member of the MAPHM;

- (c) for any other cogent reason deemed by the Committee or by the General Assembly under Rule 6.9 to be incompatible with the continued tenure of his or her office. The Committee shall co-opt a member of the MAPHM to fill that office or seat for the balance of the term of office of the previous officer or member. Co-option should take place from the list of candidates who were not elected in the last election in the order of the largest numbers of votes cast in the first instance. Full members of the MAPHM may be approached for co-option if the post remains unfilled.
- 5.5 Five members shall constitute a quorum, one of whom should be the President or Vice-President.
- 5.6 Each member of the Committee shall have one vote and in the case of any equality of votes the President, or in his/her absence the Vice-President, shall in addition have a casting vote.
- 5.7 The Committee shall administer the functions and operations of the MAPHM.
- 5.8 The President shall convene meetings of the Committee at his/her initiative or at the request of at least two members of the Committee.
- 5.9 Two of the three authorised signatories must sign any deeds, mortgages, bonds, contracts and other instruments authorised by the Committee on behalf of the MAPHM.
- 5.10 The Committee shall be responsible for the formulation of policies for the MAPHM.
- 5.11 The Committee may draw up by-laws which have to be approved by the General Assembly.

6. FUNCTIONS AND DUTIES OF THE ELECTED OFFICERS

- 6.1 The President shall:
 - (a) call and chair the meetings of the Committee;
 - (b) have general and active supervision over the activities and affairs of the MAPHM subject, however, to the control of the Committee;
 - (c) see that all orders and resolutions of the Committee are carried out;
 - (d) shall be one of the signatories and execute and deliver in the name and on behalf of the MAPHM, all deeds, mortgages, bonds, contracts and other instruments authorised by the Executive Committee.
- 6.2 The Vice-President shall:
 - (a) chair meetings of the Committee in the absence of the President;
 - (b) at the request of the President, or in case of the President's absence, or inability to act, the Vice-

President shall perform the duties of the President and, when so acting, shall have all the powers of, and be subject to all restrictions upon, the President.

6.3 The Honorary Secretary shall:

- (a) keep the minutes of the meetings of the General Assembly and of the Committee;
- (b) be custodian of all contracts, deeds, and documents of the MAPHM and all its other corporate records except accounting records;
- (c) see that the Register of Members, books, reports, statements, certificates, and all other documents and records are properly kept and filed;
- (d) be one of the signatories in the name and on behalf of the MAPHM, for all deeds, mortgages, bonds, contracts and other instruments authorised by the Committee.

6.4 The Treasurer shall:

- (a) be responsible for and advise on the financial management and financial policy of the MAPHM;
- (b) give a bond for the faithful discharge of duties in such sum and with such surety or sureties as the Committee from time to time may specify or approve;
- (c) have charge and custody of and be responsible for funds, sureties, notes, and valuable effects of the MAPHM;
- (d) receive and give receipt for monies due and payable to or receivable by the MAPHM from any source whatsoever;
- (e) deposit all such money to the credit of the MAPHM, or otherwise dispose thereof as the Committee shall direct;
- (f) be responsible for the accuracy of the amount of, and preserve proper vouchers for, all monies dispersed;
- (g) render to the Committee whenever required and to the General Meeting an account of the financial condition of the MAPHM and all transactions as Treasurer;
- (h) shall be one of the signatories in the name and on behalf of the MAPHM, for all deeds, mortgages, bonds, contracts and other instruments authorised by the Committee;

- (i) be responsible for maintaining the Register of Members.

6.5 The International Secretary shall:

- (a) keep liaison with all international bodies communicating with MAPHM;
- (b) preserve and file all letters received and sent in this regard;
- (c) endeavour to work with international bodies to foster the aims of MAPHM;
- (d) present a written report to the Committee whenever s/he attends an international meeting;
- (e) obtain the Committee's consent for each event attended or organised;
- (f) strive to seek membership of international organisations as directed by the Committee.

6.6 The Public Relations Officer shall:

- a) act as the spokesperson of the Committee and of the MAPHM;
- b) be responsible for press releases after approval by the President;
- c) be responsible for the promotion of the aims of the MAPHM via all available communications media;
- d) be responsible for the editing of any publication produced by the MAPHM.

6.7 The Research Officer shall:

- a) promote the continuing professional development of the members;
- b) explore areas of priority for further study in local public health arena;
- c) identify resources for fulfillment of the scopes of research projects;
- d) collate scientific evidence to aid the Committee in formulating policy on topical public health issues;
- e) act as custodian of all scientific literature accrued by the MAPHM.

6.8 Members of the Committee may abstain and leave of their own accord, or else be requested to do so by a majority vote of the Committee, from part or whole of a discussion in which there may be conflict of interests between the subject at issue and

any other involvement the member might have in public life, and where objectivity may be compromised.

- 6.9 Any officer of the MAPHM and any other member of the Committee may be removed at any time, either by:
- (a) resolution adopted by a majority of the full members present and voting at General Assembly meeting, or by
 - (b) a majority vote of the Committee. This vote must be confirmed or otherwise by a majority vote at an extraordinary General Meeting called by the Committee within 30 days of the vote.

7 THE GENERAL ASSEMBLY

- 7.1 There shall be a governing body for the MAPHM and it shall be known as the General Assembly of the MAPHM, hereinafter referred to as the "Assembly". The General Assembly shall comprise all categories of members of the MAPHM.
- 7.2 The Assembly shall elect the members of the Committee.
- 7.3 The Assembly shall meet once a year, and between meetings it shall delegate its responsibility of governing to the Committee.
- 7.4 An extraordinary General Meeting may be called to discuss urgent matters which may arise from time to time. This Meeting may be convened by the Committee: either,
- (a) at its own initiative;
 - or,
 - (b) through a request of at least 25% of full members to the Honorary Secretary.
- 7.5 No business shall be transacted at any Assembly meeting unless a quorum of at least one third of the full members on the Register of Members are present at the commencement of such business. If a quorum is not reached after 30 minutes from the scheduled start of meeting, the shall start with the members present.
- 7.6 A chairperson for the Assembly meeting shall be nominated from amongst the full members present to preside over the meeting.
- 7.7 An issue arising at an Assembly meeting shall normally be determined by a show of hands. Every full member present shall have one vote.
- 7.8 Any change in the statute requires a majority of two thirds of votes of the full members present. Any other motion shall be passed by a simple majority of votes of the full members present. In case of equality of votes the chairperson shall in addition have a casting vote.
- 7.9 Members of the MAPHM may be requested to show evidence of right to vote prior to voting.
- 7.10 The annual meeting of the General Assembly shall meet to:
- a) to confirm the minutes of the last preceding last meeting of the Assembly;
 - b) to receive and consider reports (including financial statements where applicable) from the Committee and the Auditor, during the preceding one year period;

- c) to appoint the auditor. At each annual meeting of the Assembly the members present shall appoint a person who is not a member of the Committee to be auditor of the MAPHM until the next General Meeting of the Assembly;
- d) to elect the members of the Committee whenever an election is due;
- e) to discuss any motion and other matters.

7.11 The annual meeting of the Assembly may transact special business of which not less than 30 days notice is given to members.

8 AFFILIATED ORGANISATIONS

- 8.1 Any organisation which has objectives similar to the objectives of the MAPHM may be granted recognition by the MAPHM as an affiliated organisation. An affiliated organisation may represent itself as being affiliated with the MAPHM.
- 8.2 Any application for recognition as an affiliated organisation shall be considered and dealt with by the Committee, and it is at the absolute discretion of this organ to refuse or grant affiliation.
- 8.3 The MAPHM may seek affiliations with related local and international organisations.

9 INCOME AND PROPERTY OF THE MAPHM

- 9.1 The income and property of the MAPHM, however derived shall be applied solely towards the promotion of the objectives of the MAPHM and no portion thereof shall be paid or transferred, directly or indirectly, by dividend, bonus, or otherwise, to any member of the MAPHM.
- 9.2 Nothing in the provision of sub-Rule 9.1 prevents the payment in good faith to an employee or member of the MAPHM, for:
 - (a) services actually commissioned by and goods supplied to the MAPHM;
 - (b) The reimbursement to the employee or member of expenses actually incurred on behalf of the MAPHM or in carrying out the affairs of the MAPHM.

10 WINDING UP

- 10.1 If upon the winding-up or dissolution of the MAPHM, the Committee shall ensure that all its debts and liabilities are settled to the satisfaction of the debtors.
- 10.2 Any property whatsoever remained shall not be paid to or distributed among the members of the MAPHM, but shall be given or transferred to some other group, organisation or groups, according to the discretion of the current Committee.

ANNEX 1

MAPHM criteria for Specialist status in Public Health:

EITHER

Successful completion of a public health training programme recognized by the MAPHM

OR

Possession of an MD degree or equivalent **and** an MSc degree in Public Health or equivalent **and** a minimum of four years relevant practice in public health medicine to the satisfaction of the Association.

(NB: These criteria had been approved at an Extraordinary General Meeting of the MAPHM in January 2001)

(Statute last updated November 2003)