



PSI CONSTITUTION

**PUBLIC SERVICES INTERNATIONAL
27TH WORLD CONGRESS
2-6 SEPTEMBER
OTTAWA, CANADA**

**CONSTITUTION OF THE
PUBLIC SERVICES INTERNATIONAL (PSI)**

**ADOPTED AT ITS 27TH WORLD CONGRESS
IN OTTAWA, CANADA, ON 6 SEPTEMBER 2002**

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Please note that the regional constitutions are available only in the languages used in the region (Africa and Arab countries: English and French; Asia-Pacific: English and Japanese; Inter-America: English and Spanish; Europe: English, French, German, Spanish and Swedish). Some regional constitutions will only be officially adopted in 2003, so the current draft is attached at this stage.

CONSTITUTION OF THE PUBLIC SERVICES INTERNATIONAL (PSI)

ARTICLE 1: NAME AND LOCATION

- 1.1 The International shall be known as Public Services International (PSI).
- 1.2 The location of the Secretariat of PSI shall be determined by Congress.

ARTICLE 2: GENERAL PRINCIPLES

- 2.1 Public Services International is an international federation of trade unions and works in co-operation with the International Confederation of Free Trade Unions (ICFTU) and the General Conference of the Global Union Federations.
- 2.2 PSI shall consist of organisations of personnel employed in national, regional and local government; undertakings engaged in the production and supply of gas, electricity and water; waste removal, processing and recycling services; health, environmental and social services; educational, cultural and recreational services; construction and maintenance of roads and buildings; and other bodies whose function is to provide services to the public. PSI shall also accept into affiliation organisations of employees of international agencies established by associations of states or government authorities.
- 2.3 It is PSI policy to accept into membership only those organisations whose members provide services to the public and to the public authorities and which are not wholly eligible for affiliation to other Global Union Federations with which PSI has achieved co-operation and agreement on jurisdictional matters.

ARTICLE 3: PRINCIPLES AND OBJECTIVES

3. PSI is an international trade union organisation. It is founded on the principle of solidarity between public sector workers throughout the world. It promotes dialogue, concertation and international co-operation as a means of solving global problems. It shall promote economic development based on the principles of human rights, social justice and development, especially for poorer countries and regions in the world. It shall promote peace and environmental protection at the international, regional and national levels. Through sharing resources, representing affiliates, education, co-ordinating the activities of affiliates and reciprocal support, PSI aims to:
 - a) Promote and defend the creation and development of effective and efficient public services, which are equitable, accessible and affordable;
 - b) Ensure that the internationally recognised fundamental rights and principles at work of public sector workers are universally implemented; and to promote, implement and defend ILO Conventions, Recommendations and Resolutions which increase the well-being of affiliated organisations and their members;
 - c) Increase the capacity of public sector trade unions to organise and represent public sector workers, especially in those countries where economic, social and

- legal conditions impede the establishment and development of the trade union movement;
- d) Promote equality, and diversity and combat all forms of discrimination and specifically to:
- Integrate equality policies and practices in all aspects of its actions;
 - Ensure equal representation of women and men in all its structures and those of its affiliates;
 - Ensure effective representation of affiliates of varying size and of special interest groups based on differing linguistic and other characteristics.
- e) To work towards the establishment of a single international co-ordinating body for the public services¹.

ARTICLE 4: AFFILIATION - PROCEDURE AND OBLIGATIONS

- 4.1 Trade unions and other employee organisations falling within the area defined by Article 2, paragraph 2 are eligible for affiliation provided that:
- a) they subscribe to the principles and objectives of the PSI;
 - b) their constitutions are democratic and independent in form and practice and these are organisations composed of and led by employees and/or their freely elected representatives;
 - c) they have the capacity and/or potential for financial independence;
 - d) they are active in pursuing their objectives.
- 4.2 An organisation seeking affiliation shall submit its application to the General Secretary together with a copy of its constitution. The application must be signed by at least two of the elected officers of the organisation.
- 4.3 The General Secretary shall ascertain the character of the organisation seeking affiliation and shall report these findings to the Executive Board. Comments of the organisations already affiliated to the PSI in the country concerned shall be forwarded to the relevant regional executive committee. The Executive Board shall decide on the acceptance or rejection of the application after hearing the recommendation of the relevant regional executive committee.
- 4.4 An organisation whose application for affiliation has been rejected may submit a new application in writing to Congress, whose decision shall be final and binding.
- 4.5 Affiliation, including an affiliate's rights and entitlements within PSI, shall begin from the date of acceptance by the Executive Board, or from a date to be determined by the Executive Board.
- 4.6 The autonomy of affiliated organisations shall not be affected by affiliation to the PSI. With the exception of decisions on internal matters of the PSI, no decision taken by the PSI or any of its parts shall be binding on affiliated organisations.
- 4.7 Affiliation to the PSI shall carry the following responsibilities and obligations:

Responsibilities

- a) to make its members aware of the principles and decisions of the PSI and to report on the activities of the PSI to its governing and executive bodies;

¹ It should be noted that when the 2002 World Congress incorporated this part (3e) of this Article into the Constitution it was done on the understanding that it does not call for any new body to be formed.

- b) to report to the Secretariat on any action taken on decisions of the governing and executive bodies of the PSI, or the reason why no action was taken;
- c) to keep the Secretariat of the PSI informed of its activities, including the regular sending of periodical publications of the organisation as well as printed material distributed at congresses, and any other documents which it considers will be useful to the International;
- d) to provide the Secretariat with any other information which might be of interest and to respond to any request for information which the Secretariat may make;

Obligations

- e) to pay each year the affiliation fees fixed by Congress or, in special cases, the fee agreed by the Executive Board in accordance with Article 5, paragraph 3 of the PSI Constitution.

ARTICLE 5: AFFILIATION FEES

- 5.1 The affiliation fees to be paid by affiliated organisations shall be set by Congress.
- 5.2 Affiliation fees shall be payable for all eligible members of affiliated organisations and shall be due on 1 January of the payment year, to be paid on or before 28 February of that year except in the case that an affiliate has requested on or before that date an application for exemption, re-indexation, reduction or deferral according to the procedures outlined in Article 5, paragraph 3.
- 5.3 The Executive Board is authorised to grant any affiliated organisation a temporary reduction of the payment in the event that the organisation as a result of extraordinary circumstances finds itself unable to meet its full financial obligations. In exceptional cases the Executive Board may grant exemption from the payment. The Executive Board may also approve a request that an affiliated organisation pay its affiliation fees late or in a number of part-payments in specified and agreed circumstances. All applications for such consideration by the Executive Board shall be submitted to the General Secretary with full details and must be received by 28 February in the year for which payment is due. Only in the case of emergencies will applications after that date be considered. The General Secretary shall submit all applications under this Article to the relevant regional executive committee for their recommendation.
- 5.4 Affiliated organisations, which at the 1st July of the payment year have not paid their fees or have not been granted exemption shall be declared to be in arrears for that year until the payment has been made and will lose their PSI rights and entitlements and will be so informed.

ARTICLE 6: STRUCTURE

The PSI consists of the following bodies:

- 6.1 Governing bodies:
 - a) Congress
 - b) Executive Board
 - c) Steering Committee
- 6.2 Women's Committee

- 6.3 Regional bodies:
- a) Regional conferences
 - b) Regional executive committees
 - c) Regional women's committees

ARTICLE 7: CONGRESS

- 7.1 Congress is the supreme decision-making authority of the PSI.
- 7.2 Congress consists of the delegates of the affiliated organisations.
- 7.3 Congress shall meet in ordinary session every five years; the General Secretary shall convene the ordinary sessions of Congress in accordance with the decisions of the Executive Board. The affiliated organisations shall be informed of the date and place of the ordinary session at least nine months in advance.
- 7.4 Agenda of Congress
The agenda shall include the following items:
- a) Election and reports of Credentials Committee;
 - b) Nominations and ratifications of:
 - i. Congress Vice-Chairpersons;
 - ii. Tellers;
 - iii. Standing Orders Committee.
 - c) Confirmation of the nomination of the third Trustee identified in Article 15 paragraph 1;
 - d) Report(s) of PSI activities since the previous Congress;
 - e) Financial report, report of the Members' Auditors, determination of affiliation fees;
 - f) Elections required by the Constitution:
 - i. President;
 - ii. General Secretary;
 - iii. Executive Board;
 - iv. Members' Auditors.
 - g) The proposed programme of activities and priorities, including tasks and goals, for the next Congress period, detailing the activities to be undertaken in key areas for the PSI membership;
 - h) Motions/resolutions submitted by affiliated organisations and the Executive Board;
 - i) Other matters which the Executive Board wishes to submit to Congress.
- 7.5 Motions/Resolutions
- a) All motions/resolutions submitted by affiliated organisations and the Executive Board for inclusion in the agenda of an ordinary session of Congress must be received by the General Secretary at least seven months before the beginning of Congress.
 - b) The General Secretary shall send these motions/resolutions to affiliated organisations not later than five months before the beginning of Congress.
 - c) Amendments to motions/resolutions must be received by the General Secretary four months before the beginning of Congress.
 - d) The General Secretary shall send to affiliated organisations all amendments submitted in accordance with Article 7, paragraph 5 c) not later than two months before the beginning of Congress.

- e) The draft agenda, reports and standing orders should be sent to Congress delegates not later than two months before Congress. Congress shall approve the final agenda and standing orders.

7.6 Emergency motions/resolutions

Emergency motions/resolutions may be submitted on matters on which developments have arisen subsequent to the deadline for submitting proposals. Such motions/resolutions shall be admitted for discussion and vote only if one regional executive committee or more than half the delegates are in favour of their admission.

7.7 Executive Board motions/resolutions

During Congress the Executive Board may submit motions/resolutions where such action appears necessary to achieve the broadest possible consensus on matters of importance to PSI.

7.8 Extraordinary Congress

The Executive Board shall convene Congress in extraordinary session

- a) On the basis of an Executive Board decision; or
- b) At the request of not less than four affiliated organisations whose combined membership represents at least one third of the total paid-up membership of the PSI.

An extraordinary Congress shall be convened within five months of the decision and shall only discuss those matters for which it was specifically convened.

ARTICLE 8: REPRESENTATION AND VOTING AT CONGRESS

REPRESENTATION

- 8.1 Affiliated organisations, which are not in arrears and have fulfilled their obligations in accordance with Articles 4 and 5 shall be entitled to representation at Congress in accordance with their averaged paid-up membership over the years since the previous Congress or since their affiliation to PSI, based on the following schedule. Each gender should be equally represented where there is more than one delegate unless this is not feasible due to very significant over-representation of one gender within the affiliate's membership.

1 delegate	up to	5,000 members
2 delegates	from	5,001 to 10,000 members
3 delegates	from	10,001 to 20,000 members
4 delegates	from	20,001 to 35,000 members
5 delegates	from	35,001 to 50,000 members
6 delegates	from	50,001 to 100,000 members
plus one delegate for each additional 50,000 paid-up members and/or part thereof.		

- 8.2 Organisations, which have been granted exemptions from payment in any of the years preceding Congress in accordance with Article 5, paragraph 3 shall have their paid-up membership for the exempted year(s) set at zero for the purposes of the calculation required in Article 8, paragraph 1. Any affiliate for whom the averaged membership figure for the period is zero shall be entitled to send one delegate.
- 8.3 Affiliated organisations may send observers on the basis of one per 100,000 paid-up members and/or part thereof. Each gender should be equally represented where

there is more than one observer unless this is not feasible due to very significant over-representation of one gender within the affiliate's membership.

The Congress Credentials Committee may recommend to Congress that affiliated organisations from the host country be entitled to attend with additional observers.

- 8.4 The travel and subsistence expenses of Congress delegates and observers shall be borne by the organisations, which they represent. The Executive Board may if necessary extend financial assistance out of PSI funds in order to ensure that affiliated organisations are represented by at least one delegate, provided that these organisations fulfil their financial obligations.
- 8.5 The names of delegates and observers nominated in accordance with Article 8, paragraphs 1, 2 and 3 shall be submitted to the General Secretary not later than two months before Congress. The General Secretary shall scrutinise these nominations and advise affiliates if they are not in compliance with the requirements of Article 8, paragraphs 1, 2 and 3.
- 8.6 The Executive Board is authorised to invite national or international organisations with which the PSI maintains relations to send observers. Persons whose attendance is considered desirable may also be invited as guests or observers.
- 8.7 Congress Credentials Committee
At its first session Congress shall elect a Credentials Committee, which is charged with the verification of delegates' credentials. This Committee is authorised to examine whether affiliated organisations fulfil the conditions and obligations laid down in the Constitution. The Credentials Committee is entitled to request from the General Secretary, from the members of the Executive Board and from any delegate to Congress information needed for the discharge of its duties or evidence bearing on the legitimacy of delegates' credentials. The Credentials Committee shall submit a report to Congress with appropriate recommendations. Voting or elections shall not take place before Congress has discussed and voted on the initial report and recommendations of the Credentials Committee. The Credentials Committee shall be governed by Articles 4, 5 and 8 and shall not count, for the purpose of calculating voting strength and delegate and observer entitlements, any payments of affiliation fees received later than two months before Congress. The Credentials Committee shall, however, on the recommendation of the relevant regional executive committee meeting immediately before Congress, have the authority to accept late payment where exceptional circumstances beyond the control of the union concerned justify such delayed payments.
- 8.8 Congress Standing Orders Committee
The Executive Board shall appoint a Congress Standing Orders Committee which shall consist of: one person from each region; one member from each of the PSI official language groups if not already covered through the regional representation; one from the Women's Committee if not already covered by the regional and language representation; and one from the host country if that country's language is not already represented. In nominating their Congress Standing Orders Committee representatives, all regional executive committees shall have regard to Article 3, paragraph d). The General Secretary shall appoint the Secretary of the Committee. The Congress Standing Orders Committee shall elect from among its own membership a Chairperson and:
- a) examine and report on the validity of all motions/resolutions and amendments proposed by affiliated organisations and the Executive Board;

- b) prepare, where necessary, composite motions/resolutions where two or more motions/resolutions have been submitted on a similar subject and are not in conflict;
- c) recommend an order of business and time limits for speakers;
- d) report to the Congress on any other questions requiring a decision for the proper conduct of its business.

The Committee shall be convened prior to Congress and shall submit its first report in time for the first working session of the Congress. At this session, Congress shall be invited to ratify the composition of the Committee.

VOTING

- 8.9 Only delegates shall have the right to vote. Voting shall normally be by show of hands with the delegate's identification card.
- 8.10 If any affiliates from at least four different countries request, before voting begins, a membership vote, the President shall put the motion for a membership vote to Congress for determination by a show of hands. If this motion is carried, the vote shall be called and held immediately. A membership vote shall be determined in accordance with the paid-up membership of each organisation.
- 8.11 In both voting by show of hands and membership vote, a simple majority of votes cast i.e. half plus one or more of the votes cast, disregarding abstentions, shall decide, except in the case of Article 8, paragraphs 13 and 14. Tellers for counting votes shall be elected at the first session of Congress.
- 8.12 In accordance with Articles 10, paragraph 1 and 11, paragraph 1, the President and General Secretary shall be elected by the Congress. In order to secure a simple majority for the successful candidate the following procedure shall apply:
 - a) The General Secretary shall, at least seven months before Congress, notify all affiliates that any nominations for the positions of President and General Secretary should be received by the third Trustee identified in Article 15, paragraph 1 at least two months before Congress.
 - b) The General Secretary shall arrange, where more than one nomination has been received, to publish ballot papers containing the names of all nominated candidates. These will be issued to each affiliated union present, or the appointed proxy of an absent member, to cast its votes on the basis of average paid-up membership since the previous Congress or since affiliation.
 - c) Each affiliated union shall clearly mark X against the name of the candidate of its choice and shall place its ballot paper in a box provided by the Tellers.
 - d) The ballot papers shall be counted by the Tellers who will communicate the result to the Presiding Officer and shall arrange for the ballot papers to be destroyed at the end of Congress.
 - e) The President, or the First Vice-President during the election of the President, shall announce the result of the vote, and if no candidate has secured at least half of the votes cast plus one, a second ballot shall be held between the two candidates who received the highest number of votes in the first ballot.
 - f) The candidate who receives at least half of the votes cast plus one on either the first or second ballot shall be declared elected.
 - g) The details of voting by individual affiliated unions shall remain secret and shall not be published.
 - h) Votes cast shall only be considered valid by the Tellers if the official voting papers issued by the General Secretary are used, and clearly marked. Tellers shall report on the number of spoiled votes.

- 8.13 In the case of amendments to the Constitution a two-thirds majority of the paid-up membership represented at Congress is required in accordance with Article 20. The Executive Board may propose a block of Constitutional amendments and the Congress Chairperson may submit the block to a hand vote. If any affiliates from at least four different countries call for a membership vote on any of the individual proposed amendments, the President shall put the motion for such a membership vote to Congress for determination by a show of hands. If this motion is carried, a membership vote shall then be held on the identified individual proposed amendments but the remaining block of amendments, if declared by the Chairperson to be approved by a two-thirds majority, shall be considered carried.
- 8.14 A motion of decision to dissolve the PSI requires a three-quarters majority of the paid-up membership represented at Congress in accordance with Article 19, paragraph 2.
- 8.15 Any affiliated organisation unable to be represented at Congress may authorise the delegate of another organisation from the same constituency to represent it. Such authorisation shall be valid on condition that the General Secretary of the PSI is informed of it in writing four weeks in advance by the organisation giving authority. No organisation may exercise the proxy votes of more than three other organisations.

ARTICLE 9: EXECUTIVE BOARD AND STEERING COMMITTEE

- 9.1 Public Services International shall be governed between Congresses by the Executive Board. The Executive Board shall act in accordance with the policy of the International. It bears the responsibility for:
- a) the conduct of PSI activities;
 - b) the execution of decisions and recommendations of Congress;
 - c) strategic planning for PSI in the interests of its affiliates;
 - d) planning, monitoring and following up of the annual PSI work programme;
 - e) determining policy positions for PSI on matters not already considered by the Congress;
 - f) assisting affiliated organisations in their own development where appropriate; and
 - g) election of the Women's Committee on the basis of nominations from the regional executive committees as provided in Article 12, paragraph 1 c).
- 9.2 The Executive Board is made up of the President, the General Secretary, the Chairperson of the Women's Committee, the two Co-Chairs of each PSI region plus one further person for each region for every 400,000 paid-up members or part thereof; and one seat at the disposal of each affiliate with more than 500,000 paid-up members, to be used at the discretion of such affiliates, with the intention of furthering the goal of gender equity. Within each region, the distribution of the regional seats among constituencies shall be the responsibility of the regional executive committee. Each member of the Executive Board has one vote at meetings of the Executive Board. The regional representatives will be nominated by each regional executive committee for approval at Congress.
- a) In nominating their Executive Board representatives, all regional executive committees shall ensure that at least fifty per cent of their nominations are women. In cases where a region has an uneven number of seats, the fifty percent requirement shall apply to the highest even number in the entitlement.
 - b) The Executive Board shall have the power, with a two thirds majority vote, to disestablish seats or create additional seats between Congresses, on the basis of the formula in the Article 9, paragraph 2, to cope with and represent membership

reduction or growth in a region, especially in countries which did not have affiliated organisations at the time Congress approved the composition of the Executive Board.

- c) The Executive Board shall have the power, with a two thirds majority vote, to grant observer seats to affiliates such as those with international membership not properly part of any one region. Such observers shall have speaking but not voting rights on the Executive Board.
- 9.3
- a) The election of titular members of the Executive Board shall be carried out in accordance with Article 9, paragraph 2. For each titular member, a substitute member shall be elected. The Executive Board is authorised to accept the nomination of a second elected substitute member providing that the affiliated organisations of the region can demonstrate the necessity for such a second substitute member. The first substitute member has the right to attend meetings of the Executive Board but shall exercise a voting right only in the absence of the titular member. A second substitute member shall attend Executive Board meetings only when the titular and the first substitute member are absent or when invited by the Executive Board.
 - b) before the meetings of the Executive Board, inside her/his constituency, a titular member shall have the obligation to consult the affiliates in the constituency with the aim of representing the position of the whole constituency. If there is no common position, the obligation of the titular member is to represent the different positions. The substitute member shall have the same obligation.
- 9.4
- The mandate of titular members and their substitute members expires at the end of the next ordinary Congress. However, immediate re-election is possible. The mandate also expires upon the resignation of a titular member or a substitute member; if the affiliated organisation from which the member comes ends its affiliation with the PSI; if the affiliated organisation from which the member comes is in arrears in the payment of its affiliation fee for two years or longer; or if the member ceases to be an accredited representative of the organisation to which he/she belonged at the time of election.
- 9.5
- The Executive Board shall meet at least once a year, where possible, in conjunction with the regional conference; its meetings shall be convened by the General Secretary in agreement with the President.
- 9.6
- At the request of not less than four members of the Executive Board, an emergency meeting of the Executive Board shall be convened within the shortest time possible.
- 9.7
- Both for itself and for other bodies listed in Article 6, paragraphs 2 and 3, the Executive Board shall establish and/or approve internal rules, including those for a quorum, for meeting procedures.
- 9.8
- Travel and subsistence expenses of titular members attending Executive Board and Steering Committee meetings shall be borne by the PSI. First and second substitute members shall pay their own travel and subsistence costs unless they represent an absent titular member or attend at the invitation of the Executive Board and Steering Committee. The Executive Board shall review the allowance for subsistence expenses periodically. The Executive Board is authorised to invite representatives of member organisations to attend Executive Board meetings if it considers their attendance desirable, and to contribute to covering the costs occasioned by such attendance.

- 9.9 a) There shall be a Steering Committee, which shall consist of: the President; the General Secretary; the Chairperson of the Women's Committee; and the Vice-Presidents.
- b) The Steering Committee shall meet at least twice per year. It will be primarily responsible for financial, staffing and general administrative matters and other matters, such as political and trade union matters, requiring action which cannot wait until the next meeting of the Executive Board, as well as for any other matters which the Executive Board shall delegate to it.

ARTICLE 10: PRESIDENT AND VICE-PRESIDENTS

10.1 President

- a) The President of the PSI shall be elected by Congress in accordance with the procedure defined in Article 8, paragraph 12, and shall preside at Executive Board and Steering Committee meetings, at Congress, and, if in attendance, at all other meetings of the PSI (except in those cases covered by Articles 12, 13 and 14).
- b) The President shall be elected by Congress in accordance with the procedure defined in Article 8, paragraph 12, with a mandate which expires at the end of the next ordinary Congress, but shall be eligible for re-election.
- c) If the President's office falls vacant between two ordinary Congresses, the First Vice-President shall assume the office of President.

10.2 Vice-Presidents

- a) The Executive Board shall elect from the titular members, on the basis of nominations from the regional executive committees, two Vice-Presidents from each region (one woman and one man). In addition, the Executive Board shall elect from the titular members in the European Region, a further four Vice-Presidents, no less than two of whom shall be women.
- b) The Executive Board shall determine which of the Vice-Presidents shall be the first Vice-President and shall deputise for the President in the absence of the President.
- c) If a Vice-President's position falls vacant between two ordinary Congresses, the relevant regional executive committee at its next meeting shall nominate a replacement to be submitted to the Executive Board.

ARTICLE 11: GENERAL SECRETARY

- 11.1 The General Secretary shall be elected by Congress in accordance with the procedure defined in Article 8, paragraph 12, with a mandate, which expires at the end of the next ordinary Congress, but shall be eligible for re-election.
- 11.2 The General Secretary shall:
- a) conduct the day to day business of the PSI in accordance with the decisions of Congress and the Executive Board;
 - b) prepare and circulate the documents needed for meetings of these bodies and all others provided for in this Constitution;
 - c) attend all meetings of Congress, the Executive Board, the Steering Committee and any other meetings which these bodies of the PSI deem necessary;
 - d) assume the responsibility for the general administration of business, property and staff and for the preparation of all published material which the PSI issues;
 - e) discharge all other duties assigned to the General Secretary by this Constitution;

- f) publish regularly a magazine in any language(s) which the Executive Board may direct.

This magazine shall be devoted to the propagation of:

- i. the principles and policies of the PSI;
- ii. information on professional, economic, technical and other questions relevant to trade union work;
- iii. information on salient aspects of the activity and the policies of PSI and affiliated organisations; and
- iv. other information relating to the international trade union movement.

- 11.3 The salary and employment conditions of the General Secretary shall be decided by the Executive Board.
- 11.4 The Executive Board has the power to suspend the General Secretary from office for gross misconduct; the General Secretary has the right to appeal to Congress against such suspension.
- 11.5 If the office of General Secretary falls vacant between two Congresses, the Deputy General Secretary shall assume the responsibilities of the office until the next meeting of the Executive Board which shall appoint a person to the position of General Secretary until the end of the next Congress.

ARTICLE 12: REGIONAL AND SUBREGIONAL BODIES

- 12.1 Between Congresses at least one regional conference shall be held in each region: Africa and the Arab countries, Asia-Pacific, the Inter-Americas and Europe. It is the task of regional conferences to institute debate for the mutual information of the participants with respect to selected aspects of their organisations' activities and problems and related questions of general interest and with a view, if appropriate, to taking independent decisions on common action within the region, provided that such action is not inconsistent with the general policy established in the Constitution and by Congress. Within the budget approved by the Executive Board and a regional programme of action approved by the regional executive committee (including its meeting frequency), each regional executive committee shall have full executive powers over the implementation of and expenditure for its programme of action.

Each regional executive committee shall:

- a) Elect its Co-Chairs (one woman and one man). They shall be selected from amongst the Regional Executive's own membership as provided in Article 12, paragraph 4. The Co-Chairs shall also be the region's two nominees as PSI Vice-Presidents and shall also be the Conference's Co-Chairs. In the case of the European region, the additional four Vice-Presidents provided for in Article 10 paragraph 2 a) shall be nominated by the Regional Executive Committee;
- b) Nominate the other members of the Executive Board for that region, ensuring that at least half of its nominations are women as provided in Article 9, paragraph 2 a);
- c) Nominate its representatives for the world Women's Committee, representing each sub-region or constituency.

The regional conference may also elect, for the duration of the conference, conference Vice-Chairpersons from the host country.

As a transitional arrangement, at the 2002 Congress, nomination of all persons for election to the Executive Board shall be on the basis of nominations from regional executive committees meeting in Ottawa immediately before Congress. This includes the Co-Chairs elected by the regional executive committees.

- 12.2 All affiliated organisations within the region in which the conference is convened shall be invited to send delegates. Representation shall be on the same basis as for Congress as defined in Article 8, paragraphs 1 and 2. Travel and subsistence expenses incurred by delegates attending regional conferences shall be borne by the organisations, which they represent. The Executive Board may if necessary extend financial assistance out of PSI funds in order to ensure that affiliated organisations of a country or region are represented by at least one delegate, provided that these organisations fulfil their financial obligations.
- 12.3 Voting at regional conferences shall be in accordance with Article 8, paragraphs 9, 10 and 11. The decisions of regional conferences shall be communicated to the Executive Board.
- 12.4 a) The Executive Board shall establish and/or recognise regional executive committees which shall remain accountable to the Executive Board for their PSI activities. The constitution, guidelines, rules, administrative arrangements, responsibility and accountability arrangements for staffing and finances for each such regional executive committee shall be approved (and reviewed from time to time) by the Executive Board and attached as an appendix to this PSI Constitution.
- b) the constitution of each region shall include:
- i. Provision for the election of regional executive committees and, where they exist, sub-regional/constituency bodies, which satisfy the same gender equity representation outcomes as provided in this Constitution for the Executive Board.
 - ii. Provision that at least half of the delegates and observers to regional conferences are women on the same principles as provided in Article 8 paragraphs 1 and 3;
 - iii. Provision for women's committees, in conjunction with regional executives, and, where they exist, with sub-regional/constituency and national bodies.
 - iv. Where there is agreement that PSI will pay the costs of any national or sub-regional/constituency co-ordination meetings for affiliates, a requirement of such funding that at least half the participants will be women.
- c) The regional executive committees shall advise the Secretariat and the Executive Board on matters concerning their region and supervise the preparation of regional conferences. The regional executive committees shall be convened by the General Secretary in accordance with the instructions of the Executive Board. Travel and subsistence expenses incurred by members of regional executive committees attending meetings of such committees shall in principle be borne by the PSI. Regional executive committees may invite representatives of affiliated organisations in the region to attend such meetings at their own expense or from the regional budget.
- d) In those countries in Europe covered by the EPSU, the PSI works on the basis of a Co-operation Agreement with the European Federation of Public Service Unions (EPSU) which has its own Constitution.
- e) The Executive Board shall have the power, on the basis of a two-thirds majority vote, to alter the boundaries of the regions between Congresses, including creating additional regions. The current regional boundaries are defined by the map attached as an Appendix to this Constitution.

- 12.5 PSI shall maintain a presence in each of its regions with the establishment of agreed secretariats and/or offices and the allocation of other resources to the regions; the composition and nature of these resources shall be decided by the Executive Board after consulting the relevant regional executive committee and affiliates in the region and will take into account PSI's commitment to gender equity. Any regional activity, regional fund-raising and regional expenditure shall be implemented only with the approval of the General Secretary and any other necessary constitutional bodies of PSI.

ARTICLE 13: PROGRAMME OF ACTION

13. In implementing its programme of action, PSI shall use a number of work methods (as approved by the Congress and/or the Executive Board) including but not limited to strategic campaigns, networking, correspondence, research, consultancies, use of electronic means of communication and information, conferences and meetings.

ARTICLE 14: WOMEN'S COMMITTEE

- 14.1 The world Women's Committee will include one-woman regional executive committee representative from each constituency as a titular member. Constituencies, which are represented by more than one woman, shall decide who will receive the titular position on the world Women's Committee. In the event that a regional executive titular member does not serve on the world Women's Committee and her substitute serves, a second substitute may be named. The resources of the Women's Committee shall be approved by the Executive Board and reviewed periodically to ensure that the Committee remains representative of the PSI women's membership. The President and General Secretary shall be ex-officio members of the Women's Committee.
- 14.2 The Women's Committee shall have an advisory function. In particular, it shall advise the Executive Board on:
- a) means to promote the full development of the potential of women in trade unions and in their workplace;
 - b) programmes that would compensate for the results of discrimination against women at all organisational levels within unions;
 - c) means by which affiliates might work towards fair and equitable recognition of women's contribution in unions and in paid employment;
 - d) the collection and dissemination of information concerning women's involvement in unions and in public sector employment;
 - e) any other matters referred to it by the Executive Board or the General Secretary.
- 14.3 The Women's Committee shall elect from among its members a chairperson who shall be a titular member of the Executive Board and of the Steering Committee. It shall also elect one vice-chairperson from each region other than that represented by the chairperson. The chairperson shall report to the Executive Board.

ARTICLE 15: TRUSTEES

- 15.1 The President, General Secretary and a third person nominated by the Executive Board and ratified by Congress shall together form a Board of Trustees of the funds of the PSI.

- 15.2 The Executive Board of the PSI shall have power to appoint acting Trustees in the event of one or more seats falling vacant between sessions of Congress.
- 15.3 The Board of Trustees shall have the power and responsibility to invest, where possible, the uncommitted funds of the PSI, to purchase, take on lease, mortgage, or sell land or buildings on behalf of the PSI, either alone or with any other association or person.
- 15.4 The financial reports must include the measures taken by the Board of Trustees.

ARTICLE 16: STAFF

- 16.1 Decisions on personnel budgets shall be the responsibility of the Executive Board. The hiring, dismissal and supervision of staff shall be the responsibility of the General Secretary. Staffing decisions shall take into account PSI's commitment to gender equity.
- 16.2 The salaries, conditions of work and pension provisions of the staff shall be fixed by the Executive Board in agreements negotiated with the staff/union representative(s) entrusted by the staff with the defence of their interests, and in accordance with the regulations of the country or countries in which the PSI offices are located.

ARTICLE 17: CHARTERED ACCOUNTANT AND MEMBERS' AUDITORS AND RESPONSIBILITY FOR FINANCE

- 17.1 The General Secretary is responsible for all the monies of the PSI and shall receive all monies paid to the PSI.
- 17.2 Expenditure shall be governed by the annual budget, which is prepared by the General Secretary and approved by the Executive Board.
- 17.3 The General Secretary shall be responsible for the accounting of the PSI and shall make all payments, and shall submit to the Executive Board each year a statement of income and expenditure, supplemented by such reports and explanations as may be considered necessary or which may be required by the Executive Board.
- 17.4 The books and accounts of the PSI shall be audited yearly in detail by a chartered accountant appointed by the Executive Board. This accountant must be satisfied that all money received has been properly entered in the books, that all claims to payment have been pursued, that all expenditures were genuine, authorised and correctly entered in the books and that the financial capital of the PSI is in safe custody. The accountant shall present a formal report of the regular audit for each accounting year, and shall present a special report if requested by the Executive Board or Congress. All reports of the chartered accountant shall be presented to the Executive Board of the PSI and the Members' Auditors, in accordance with Article 17, paragraph 5.
- 17.5 The financial transactions of the PSI shall also be supervised and checked by two Members' Auditors. These Auditors shall be elected by Congress from amongst the delegates of affiliated organisations located within a reasonable distance of the Secretariat. If an Auditor resigns this position between two Congresses, the Executive Board shall designate an acting Members' Auditor.

- 17.6 The Members' Auditors, acting together or individually, shall have constant access to the books, and to all financial documents, deeds and certificates of the PSI. They shall satisfy themselves that all expenditures are reasonable and in accordance with the decisions of the Executive Board of the PSI or were made with its approval. The Members' Auditors shall submit yearly a report on their findings, which shall be sent to all affiliated organisations. The Secretariat shall submit these reports to the Executive Board of the PSI for its consideration.

ARTICLE 18: WITHDRAWAL, SUSPENSION AND EXPULSION

- 18.1 An organisation wishing to withdraw its affiliation from PSI shall give PSI one year's written notice. Financial obligation shall cease only at the expiration of this period.
- 18.2 In the event that an affiliated organisation, despite repeated reminders, does not comply with the financial obligations assumed by affiliation for two consecutive years, the Executive Board is authorised to declare that affiliation has lapsed. The Executive Board shall inform the organisation concerned of its intention to delete the organisation's name from the list of affiliated organisations.
- 18.3 The Executive Board is authorised to suspend from membership an affiliated organisation that acts against the principles and objectives of PSI, as contained in Article 3. The organisation concerned shall be informed of the decision of the Executive Board; it has the right to appeal against the decision at the next Congress.
- 18.4 Congress may expel an affiliated organisation either on its own initiative or on a motion of the Executive Board, after the organisation has been given an opportunity to answer the allegations.

ARTICLE 19: DISSOLUTION

- 19.1 The decision to dissolve the PSI is reserved to Congress. A motion of dissolution must be put on the agenda in conformity with Article 7, paragraphs 5, 6 or 8.
- 19.2 A motion of dissolution requires a three-quarters majority of the paid-up membership represented at Congress by membership vote. A motion of dissolution must lay down what disposition shall be made of the residual assets of the PSI after settlement of all debts and liabilities and all obligations to the staff of PSI.

ARTICLE 20: EFFECTIVE DATE AND INTERPRETATION OF RULES

20. This Constitution shall take immediate effect. Changes in the Constitution shall require a two-thirds majority of the total paid-up membership represented at Congress by membership vote, in conformity with Article 8, paragraphs 1 and 2. Between Congresses, the Executive Board shall interpret the Constitution.

**ARTICLE 21:
AUTHORITATIVE LANGUAGE**

21. The authoritative version of the PSI Constitution shall be the English language version. The Constitution (and documents for Constitutional bodies, where appropriate) shall be published in the official PSI languages: English, French, German, Japanese, Spanish and Swedish. Interpretation for meetings of constitutional bodies (where appropriate) shall be available in the official languages. The General Secretary shall, however, explore, within available budgetary resources, the possibility of providing the translation of documents and interpretation facilities for as wide a number of meeting or group participants as is reasonable. The Executive Board shall review from time to time the need for altering the official languages.

APPENDIX 1: REGIONAL CONSTITUTIONS

CONSTITUTION

REGIONAL ORGANISATION OF PUBLIC SERVICES INTERNATIONAL FOR AFRICA AND ARAB COUNTRIES 1998-2002

*Please note: the Constitution for the current Congress period 2002-2007
is being redrafted for adoption at AFRECON in September 2003
and approval by the Executive Board in November 2003.*

1. Name and General Principles

- 1.1. The regional organisation of Public Services International (PSI) for Africa and Arab countries shall be known as the PSI Regional Organisation for Africa and Arab Countries (hereafter referred to as "PSI/Africa and Arab Countries"). It is a free, democratic and independent federation of trade union organisations for employees in public services in Africa and Arab countries.
- 1.2. PSI/Africa and Arab Countries shall act in accordance with the principles, goals and policies of Public Services International.
- 1.3. PSI/Africa and Arab Countries' highest priorities are:
 - a) the strengthening of public sector unions;
 - b) the protection of its members' human and trade union rights;
 - c) the maintenance of adequate and accessible public services;
 - d) the support of democratic principles and the establishment of social justice for all peoples in Africa and Arab countries.

2. Aims and Objectives

- 2.1. The aims and objectives of PSI/Africa and Arab Countries are:
 - a) to co-ordinate the activities of affiliated trade unions;
 - b) to work for the attainment of equal rights and opportunities;
 - c) to defend common interests in the fields of economic and social policy with all appropriate institutions in Africa and Arab countries;
 - d) to combat economic and social exploitation at every level;
 - e) to reject racial and gender discrimination of every kind;
 - f) to advise and assist the PSI Executive Board on economic, social and cultural developments in Africa and Arab countries;
 - g) to promote solidarity and understanding among public service unions/organisations in Africa, Arab countries and world-wide (see Article 3 of the PSI Constitution).

3. Means of Action

- 3.1. PSI/Africa and Arab Countries shall pursue these aims and objectives by:

- a) promoting the development and strengthening of democratic and independent trade unions through union education and economic and social development programmes aimed at improving the educational, cultural, economic, social and welfare of PSI affiliates in Africa and Arab countries;
- b) co-ordinating the activities of its affiliates in collaboration with PSI;
- c) representing affiliates in relevant regional activities and with regional and international institutions;
- d) extending the opportunity of membership of PSI to all democratic public service unions/workers' organisations in Africa and Arab countries;
- e) publicising its own objectives and achievements as well as those of PSI;
- f) co-operating with all organisations, institutions and other international trade secretariats operating in Africa and Arab countries and whose principles are in accordance with those of PSI;
- g) implementing its own Action Plans as well as those of PSI.

4. Membership

- 4.1. All organisations affiliated to PSI in Africa and Arab countries shall automatically become members of PSI/Africa and Arab Countries.
- 4.2. In accordance with Article 18 of the PSI Constitution, the PSI/Africa and Arab Countries Executive Committee may recommend to the PSI Executive Board the affiliation of eligible unions and the expulsion or suspension of African and Arab affiliates which do not comply with PSI's principles.

5. Finance

- 5.1. PSI/Africa and Arab countries shall be financially supported by PSI. Other funding may be secured to finance projects, programmes and activities, in accordance with Article 12.5 of the PSI Constitution.
- 5.2. PSI/Africa and Arab Countries shall submit an annual budget to PSI for approval by the PSI Executive Board.

6. Governing Bodies

The governing bodies of PSI/Africa and Arab Countries shall be:

- the Regional Conference;
- the Regional Executive Committee.

6.1. Regional Conference

- 6.1.1. The supreme governing body of PSI/Africa and Arab Countries shall be the Regional Conference, which must meet once every five years for an ordinary session.
- 6.1.2. An extraordinary conference may be called by the Regional Executive Committee. It must be convened within six months, and may deal only with the matters for which it was convened.
- 6.1.3. The Regional Executive Committee shall determine the venue, date and agenda of the Conference and shall take due account of suggestions submitted by affiliated organisations. All affiliates shall be

notified of the date, venue and agenda at least seven months prior to the date of the Conference.

- 6.1.4. Motions/resolutions and proposals placed on the Conference agenda by affiliated organisations must be sent to the Regional Secretary in writing no later than six months before the date of the Conference. Motions/resolutions and proposals received shall be notified to affiliated organisations no later than five months before the date of the Conference. Amendments to motions/resolutions must be submitted in writing to the Regional Secretary no later than three months before the date of the Conference. Motions/resolutions and amendments shall be notified to all affiliated organisations, together with reports for discussion at the Conference, no later than one month before the date of the Conference.
- 6.1.5. Each member organisation has the right to be represented as per Article 8.1 of the PSI Constitution.
- 6.1.6. The names of delegates and observers to the Conference must be submitted to the Regional Secretary no later than two months prior to the Conference.
- 6.1.7. Observers may be invited by the Regional Executive Committee in accordance with Articles 8.3 and 8.6 of the PSI Constitution.
- 6.1.8. Conference shall endeavour to reach decisions on the basis of consensus. When consensus is not reached, decisions will normally be by a show of hands with delegates raising their identification cards. Decisions shall be reached by a simple majority. If requested by at least four member organisations from four different countries, a membership vote shall be taken. In such circumstances, voting strength shall be based on paid-up membership averaged over the years since the previous Conference.
- 6.1.9. Travel and subsistence expenses of delegates and observers attending the Conference shall be borne by the affiliated organisations to which they belong. PSI/Africa and Arab Countries may offer sponsorship to ensure representation of affiliated organisations.
- 6.1.10. The Regional Conference shall elect:
 - a) the Conference Chairperson and co-Chairperson, who shall not be of the same sex;
 - b) members of the Credentials Committee;
 - c) members of the Standing Orders Committee;
 - d) the Vice-President on the PSI Executive Board representing PSI Africa and Arab countries;
 - e) members of the PSI Steering Committee representing PSI Africa and Arab countries;
 - f) titular and substitute members of the PSI World Women's Committee representing PSI Africa and Arab countries (see the constituencies set out in Article 6.2.3);
 - g) titular and substitute members of the PSI Executive Board representing PSI Africa and Arab countries (see the constituencies set out in 6.2.3); those elected automatically become the Regional

Executive Committee titular and first and second substitute members.

6.1.11. The Regional Conference shall:

- a) adopt the Credentials Committee reports;
- b) adopt the Standing Orders Committee reports;
- c) adopt the Regional Secretariat's Report of Activities since the previous Conference;
- d) consider the Action Plan for the next period;
- e) consider motions/resolutions and statements;
- f) deal with other matters which the Regional Executive Committee wishes to submit to Conference.

6.2. Regional Executive Committee

6.2.1. The Regional Executive Committee shall manage the affairs of PSI/Africa and Arab Countries between Conferences and shall meet at least once a year.

6.2.2. It is responsible for:

- a) approving the PSI/Africa and Arab Countries budget for submission to the PSI Executive Board;
- b) working in conjunction with the PSI General Secretary on the staffing requirements of PSI/Africa and Arab Countries as per Article 12.5 of the PSI Constitution;
- c) making recommendations to the PSI Executive Board on regional issues and membership matters;
- d) planning, implementing and monitoring PSI and PSI/Africa and Arab Countries Action Plans and programmes;
- e) selecting regional members to represent Africa and Arab countries on committees established by the PSI Executive Board.

6.2.3. The Regional Executive Committee shall consist of:

- a) one titular member and first and second substitutes from each of the following sub-regions/constituencies:
 - English-speaking zone (East and West);
 - French-speaking zone;
 - Southern zone;
 - Arabic-speaking zone.
- b) titular members of the PSI World Women's Committee representing the sub-regions set out in the above paragraph.

6.2.4. A substitute member of the Women's Committee may attend the Regional Executive Committee meeting only if the titular member is absent or if she is invited.

6.2.5. The PSI President, the General Secretary and the PSI/Africa and the Arab Countries Regional Secretary shall be ex-officio members of the Regional Executive Committee.

- 6.2.6. Observers may be invited by the Regional Executive Committee to its meetings.
- 6.2.7. Travelling and subsistence expenses for members of the Regional Executive Committee shall be borne, in principle, by PSI/Africa and Arab Countries.
- 6.2.8. The Regional Executive Committee shall endeavour to reach decisions on the basis of consensus. Where this is not possible, voting shall be by show of hands by all Regional Executive Committee members present. Decisions shall be reached by a simple majority vote.
- 6.2.9. The Regional Executive Committee may appoint advisory committees, after consultation with affiliates.

7. Advisory Committees

The advisory committees of PSI/Africa and Arab Countries are as follows:

- the Regional Women's Committee;
- sub-regional advisory committees;
- affiliates' co-ordinating committees.

7.1. Regional Women's Committee

- 7.1.1. The Regional Women's Committee shall consist of those titular and substitute members of the PSI Women's Committee who represent African and Arab countries. They shall represent the sub-regions as set out in Article 6.2.3.
- 7.1.2. The Regional Women's Committee shall meet at the time of the Regional Executive Committee meeting. In the event of the titular member being unable to attend, she shall be replaced by the substitute.
- 7.1.3. The PSI Executive Board and the Regional Executive Board may consult the Regional Women's Committee on issues concerning women in the public services in the region.

7.2. Sub-regional advisory committees

- 7.2.1. A sub-regional/constituency advisory committee shall be established in each of the sub-regions set out in Article 6.2.3 to advise the Regional Executive Committee and the Regional Secretary. Each affiliated union within a sub-region shall be eligible to be a member of the committee on condition that it has met its financial obligations to PSI.
- 7.2.2. The purpose of these sub-regional advisory committees shall be to decentralise consultation relating to the Regional Executive Committee decisions, including the election of sub-regional representatives, and to create a forum for the exchange of information and dialogue on issues facing public service unions in that particular sub-region. The Regional Executive Committee member/s from the sub-region shall serve as Chairperson/s for the meetings.

- 7.2.3. The Regional Executive Committee shall decide on the composition, frequency and duration of sub-regional advisory committee meetings.
- 7.2.4. Travel and subsistence expenses of affiliates attending sub-regional advisory committee meetings shall be borne by the affiliated organisations to which they belong. The Regional Executive Committee may provide funds to ensure representation of affiliated organisations.
- 7.2.5. Members of the Regional Women's Committee shall be ex-officio members of sub-regional advisory committees. They shall also meet with other women attending the meeting and take decisions on specific issues concerning women.
- 7.2.6. The Regional Secretary shall be an ex-officio member of all sub-regional advisory committees.

7.3. Affiliates' co-ordinating committees

In accordance with PSI guidelines, affiliates are urged to set up a co-ordinating committee when there is more than one affiliate in a given country.

- 7.3.1. The Committee's basic objectives include:
 - a) the establishment of national solidarity;
 - b) the development of contacts and exchanges;
 - c) collegiate decision-making by consensus.
- 7.3.2. Women's Committee members shall have seats on the co-ordinating committees.
- 7.3.3. Co-ordinating committees shall not encroach on the direct relationship between PSI and its affiliates.

7.4. Other Advisory Committees

- 7.4.1. Other advisory committees may be established as required by the Regional Executive Committee. All committees shall have a clearly defined mandate and duration. Membership of these committees shall be determined by the Regional Executive Committee.
- 7.4.2. Travel and subsistence expenses to all advisory committee meetings shall be borne by the affiliated organisations. The Regional Executive Committee may provide funds from its budget to ensure representative participation at these meetings.
- 7.4.3. All PSI/Africa and Arab Countries advisory committees shall seek to reach conclusions on the basis of consensus. Where consensus is not reached, decisions shall be taken by the Regional Executive Committee.
- 7.4.4. The Regional Secretary and the Regional Executive Committee Chairpersons shall be ex-officio members of all advisory committees.

8. Regional Secretary

8.1. The PSI General Secretary shall appoint the Regional Secretary of PSI/Africa and Arab Countries following consultation with the Regional Executive Committee and affiliates.

8.2. The Regional Secretary shall:

- a) conduct the day-to-day business of PSI/Africa and Arab countries in accordance with the decisions of Conference and the Regional Executive Committee;
- b) prepare and circulate documents required for the meetings of these bodies and all others provided for in this Constitution;
- c) attend all sessions of the Conference, the Regional Executive Committee and any other meetings that these PSI bodies deem necessary;
- d) take responsibility for the general administration of business, property and staff, and for the preparation of all documentation published by PSI/Africa and Arab Countries;
- e) prepare audited financial reports to be submitted annually to the Regional Executive Committee and PSI Executive Board;
- f) discharge all other duties assigned to the Regional Secretary by this Constitution and the PSI General Secretary;
- g) arrange where necessary, in co-ordination with the PSI General Secretary, representation of PSI/Africa and Arab Countries before all other relevant organisations and institutions within Africa and Arab countries whose principles are in accordance with those of PSI, and provide the Regional Executive Committee with a full report.

9. Dissolution

9.1. In agreement with the PSI Executive Board and according to the PSI Constitution, the Regional Executive Committee shall be responsible for all matters pertaining to the dissolution of PSI/Africa and Arab Countries.

10. General Provisions

10.1. The validity of this Constitution and any future amendments shall be subject to the approval of the PSI Executive Board and the Regional Conference.

CONSTITUTION

ASIA-PACIFIC REGIONAL ORGANISATION OF PUBLIC SERVICES INTERNATIONAL

Redrafted February 2002

To be approved by the Executive Board EB-130 in November 2003.

1 Name and Structure

- 1.1 The regional organisation for the Asia-Pacific of Public Services International PSI shall be known as the Asia-Pacific Regional Organisation of Public Services International (APRO-PSI)

2 Aims and Objectives

- 2.1 APRO-PSI's highest priorities are the strengthening of public sector unions, the protection of human and trade union rights for its members, the support of democratic principles, maintenance of adequate and accessible public services and the establishment of social justice for all peoples in Asia-Pacific.
- 2.2 APRO-PSI shall act in accordance with the principles, goals and policies of Public Services International.
- 2.3 To coordinate the activities of affiliated trade unions; work for the attainment of equal rights and opportunities; promote the representation of common interests in the fields of economic and social policy with all appropriate institutions in Asia-Pacific; combat economic and social exploitation at every level; reject racial and gender discrimination of every kind.
- 2.4 To promote solidarity and understanding among public service unions/organisations in Asia-Pacific and worldwide as in article 3 of the PSI Constitution.
- 2.5 To promote freedom of association and collective bargaining rights of public service workers in Asia-Pacific and worldwide.
- 2.6 To advise and assist PSI about all relevant developments in Asia-Pacific.

3 Methods

- 3.1 The APRO-PSI shall pursue these aims and objectives by:
 - a) Promoting the development and strengthening of democratic and independent trade unions within its jurisdiction through union education and economic and social development programmes which aim to improve the educational, cultural, economic, social conditions and welfare of members of affiliated unions in Asia-Pacific.
 - b) Coordinating the activities of its affiliates in Asia-Pacific and, at the request of PSI, representing the affiliates in relevant regional activities and with regional and international institutions.
 - c) Extending the opportunity of membership of PSI to all democratic public service unions and employee organisations whose scope is consistent with 2.2 of the PSI Constitution in Asia-Pacific.
 - d) Publicising the objectives and achievements of PSI and the APRO-PSI.

- e) Co-operating with the ICFTU's regional organisation (ICFTU-APRO) and with other Global Union Federations, institutions and organisations operating in Asia-Pacific.
- f) Implementing the PSI and APRO-PSI Action Plans.

4 Membership

- 4.1 All organisations affiliated to PSI in Asia-Pacific shall automatically become members of APRO-PSI.
- 4.2 The APRO-PSI Executive Committee (APREC) shall recommend affiliation to PSI of eligible unions and expulsion or suspension of affiliates in Asia-Pacific to the PSI Executive Board in accordance with article 18 of the PSI Constitution.

5 Finance

- 5.1 The APRO-PSI shall be financially supported by the PSI. Other funding can be secured to finance projects in accordance with article 12.5 of the PSI Constitution.
- 5.2 The APRO-PSI shall submit an annual budget to PSI for approval by the PSI Executive Board.
- 5.3 The APRO-PSI shall receive reports on the Asia-Pacific Fund through APREC.

6 Governing Bodies

- 6.1 The governing bodies of the APRO-PSI are the:
 - i. Conference
 - ii. Executive Committee (APREC)

7 Conference

- 7.1 The supreme governing body of the APRO-PSI is the Conference, which must meet at least once every five years.
- 7.2 An extraordinary Conference may be called by the APREC. It must be convened within six months of the APREC decision and deal only with the matters for which it was convened.
- 7.3 The meeting place, date and agenda of the Conference shall be determined by the APREC with due consideration to suggestions submitted by affiliated organisations. Notifications to all affiliates of the date, place and agenda will be sent at least seven months prior to the date of the Conference.
- 7.4 Motions/resolutions and proposals for the agenda of the Conference from affiliated organisations must be sent to the Regional Secretary in writing not later than six months before the date of the Conference. The motions/resolutions and proposals received shall be sent to the affiliated organisations not later than five months before the date of the Conference. Amendments to motions/resolutions must be submitted in writing to the Regional Secretary not later than three months before the date of the Conference. The motions/

resolutions and amendments shall be sent to all affiliated organisations, together with reports/papers for discussion at the Conference, not later than one month before the date of the Conference.

- 7.5 Each member organisation has the right to be represented as per article 8.1 and 8.2 of the PSI Constitution.
- 7.6 The names of delegates and observers to Conference must be submitted to the APRO-PSI Secretary not later than two months prior to Conference.
- 7.7 Observers may be invited by the APREC in accordance with articles 8.3 and 8.6 of the PSI Constitution.
- 7.8 Conference will endeavour to reach decisions on the basis of consensus. When consensus is not reached decisions will normally be by a show of hands with the delegate's identification card. Decisions will be made by a simple majority. If requested by at least four member organisations from four different countries, a membership vote will be taken. In this case, voting strength will be based upon the averaged paid-up membership over the years since the previous Conference.
- 7.9 Travel and subsistence expenses of delegates and observers attending the Conference shall be borne by the affiliated organisation. APRO-PSI may offer sponsorship to ensure representation of affiliated organisations.
- 7.10 The responsibilities of the APRO-PSI Conference shall include:
 - a) Election of Conference Chairperson and co-Chairperson who shall not be of the same sex
 - b) Election and adoption of reports of the Credentials Committee
 - c) Election and adoption of reports of the Standing Orders Committee
 - d) Adoption of Secretariat Report of Activities since the previous Conference
 - e) Consideration of the Action Plan for the next period
 - f) Consideration of Motions/Resolutions and Declarations
 - g) Other matters which the APREC wishes to submit to Conference

8 Executive Committee (APREC)

- 8.1 The APREC shall manage the affairs of the APRO-PSI between Conferences and will meet at least once a year. Within the budget approved by the Executive Board and a regional programme of action approved by the regional executive committee (including its meeting frequency), the APREC shall have full executive powers over the implementation of and expenditure for its programme of action. It bears the responsibility for:
 - a) Approval of the budget of the APRO-PSI for submission to the PSI Executive Board;
 - b) Working in co-ordination with the PSI General Secretary on staffing requirements of the APRO-PSI as per article 12.5 of the PSI Constitution;
 - c) Making recommendations on affiliation and membership matters to the PSI Executive Board;
 - d) Planning, monitoring and follow-up to the PSI and APRO-PSI Action Plans;
 - e) Nominating the regional representatives (titular and one substitute) on the Executive Board for approval at Congress. In nominating their

representatives, APREC shall ensure that at least fifty per cent of their nominations are women. In cases where there is an uneven number of positions, the fifty percent requirement shall apply to the highest even number in the entitlement;

- f) Electing from the APREC's own membership, its co-chairs (one woman and one man). The co-chairs will also be the region's two nominees as PSI Vice-Presidents and shall also be the Conference's Co-Chairs;
- g) Nominating the regional representatives on the world women's Committee, representing each sub-region plus two representatives for the whole Asia Pacific region;
- h) Selection of Asia-Pacific regional members of Committees established by the PSI Executive Board.

8.2 The APREC shall be comprised of:

- a) Two titular representatives from each of the sub-regions listed below. At least one of the titular representatives will be a woman. Each titular member will have a substitute of the same sex.
 - i. East Asia - Japan, Korea, Mongolia, Hong Kong, Macao;
 - ii. South East Asia - Philippines, Malaysia, Singapore, Thailand;
 - iii. South Asia - India, Bangladesh, Pakistan, Nepal, Sri Lanka;
 - iv. Oceania - New Zealand, Australia, Cook Islands, Fiji, Tonga, Vanuatu, Papua New Guinea, Western Samoa, Solomon Islands.
- b) Two titular members representing the whole Asia-Pacific region, who shall not be of the same sex. These titular members will have substitutes of the same sex.
- c) The PSI President and General Secretary and the APRO-PSI Regional Secretary shall be ex-officio members of the APREC.
- d) Observers may be invited by the APREC to its meetings.

8.3 The APREC has the power to appoint advisory committees.

8.4 The APREC will endeavour to reach decisions on the basis of consensus. Where this is not possible, voting will be by show of hands of all APREC members. Decisions will be made by simple majority vote.

8.5 Travelling and subsistence expenses for members of APREC shall be borne, in principle, by the APRO-PSI. This support is contingent on the relevant affiliate being financial.

9 APREC Sub-regional Advisory Committees

9.1 Four sub-regional/constituency advisory committees shall be established to advise the APREC and the APRO-PSI Secretariat. One committee shall be created in each of the sub-regions/constituencies defined in 8.2. Each affiliated union within a sub-region/constituency shall be eligible to be a member of the committee on condition that it has met its financial obligations to PSI. The two APREC members representing the whole Asia-Pacific region should attend the sub-regional/constituency meeting appropriate for the country where their union is represented, as defined in 8.2. APREC may also invite them to attend other sub-regional/constituency meetings.

9.2 The purpose of these sub-regional/constituency advisory committees shall be to decentralise consultation over APREC decisions, including election of sub-regional/constituency representatives, and to create a forum for exchange and dialogue on issues facing public service unions in that particular sub-

region/constituency. The APREC member/s from the sub-region/constituency shall serve as Chairperson/s for the meetings.

- 9.3 APREC shall decide on the size, composition, frequency and duration of sub-regional/constituency advisory committee meetings. Participation in SUBRAC meetings is contingent on payment of the union's affiliation fees.
- 9.4 Travel and subsistence expenses of affiliates attending sub-regional/constituency advisory committee meetings shall be borne by the affiliated organisation. APREC may provide funds to ensure representation of affiliated organisations. When this occurs at least half of the participants at the meeting must be women.
- 9.5 All APRO-PSI sub-regional/constituency committees shall try to reach decisions on the basis of consensus. Where consensus is not reached, APREC shall be responsible for resolving the matter/s.
- 9.6 The APRO-PSI Regional Secretary shall be an ex-officio member of all sub-regional/constituency advisory committees.

10 PSI World Women's Committee

- 10.1 APRO representatives on the PSI World Women's Committee will comprise of:
 - (a) one woman APREC representative from each of the sub-regions; and
 - (b) two women representing the whole Asia Pacific region.
- 10.2 Each female sub-regional representative to the World Women's Committee will have a female substitute from the sub-region. In the event that a regional executive titular member does not serve on the world Women's Committee and her substitute services, a second substitute may be named.

11 APRO and Sub-Regional Women's Committees

- 11.1 APRO Women's Committee will comprise of all the female members of APREC and will be held in conjunction with APREC.
- 11.2 The sub-regional women's committee will include at least all women members of the sub-region advisory committee and will be held in conjunction with each SUBRAC.

12 Other Advisory Committees

- 12.1 Other advisory committees may be established as needed by the APREC. All committees should have a clearly defined mandate and duration. The membership of these committees will be determined by the APREC.
- 12.2 Where there is agreement that PSI will pay the costs of any national or sub-regional co-ordination meetings for affiliates, such funding will be conditional on at least half of the representatives being women. Such assistance will only be provided to unions who have paid their affiliation fees.
- 12.2 Travel and subsistence expenses to all advisory committee meetings shall be borne by the affiliated organisation. The APREC may provide funds from its budget to ensure representative participation in these meetings.

- 12.3 All APRO-PSI advisory committees shall try to reach decisions on the basis of consensus. Where consensus is not reached, APREC shall be responsible for resolving the matter/s.
- 12.4 The APRO-PSI Regional Secretary and APREC Chairpersons are ex-officio members of all advisory committees.

13 Regional Secretary

- 13.1 The PSI General Secretary in consultation with the APREC shall appoint the Regional Secretary of APRO-PSI.
- 13.2 The PSI General Secretary shall consult APREC in the appointment and location of the Regional Secretary and in the development and delivery of a work programme for the region.
- 13.4 The Regional Secretary shall:
- a) conduct the day to day business of the APRO-PSI in accordance with the decisions of Conference and the APREC;
 - b) prepare and circulate the documents needed for meetings of these bodies and all others provided for in this Constitution;
 - c) attend all meetings of Conference, the APREC and any other meetings that these bodies of PSI deem necessary;
 - d) assume the responsibility for the general administration of business, property and staff and for the preparation of all published material that the APRO-PSI issues;
 - e) prepare audited financial reports to be submitted annually to the APREC and PSI Executive Board;
 - f) discharge all other duties assigned to the Regional Secretary by this Constitution and the PSI General Secretary;
 - g) arrange representation of the APRO-PSI before all other relevant institutions within Asia-Pacific in coordination with the PSI General Secretary and with full reporting to the APREC.

14 Dissolution

- 14.1 In agreement with the PSI Executive Board and in accordance with the PSI Constitution, the APRO-PSI Executive Board shall be responsible for all matters pertaining to the dissolution of the APRO-PSI.

15 General Dispositions

- 15.1 Any questions related to the general policy of PSI shall be submitted to the PSI Executive Board.
- 15.2 The validity of this Constitution together with future amendments shall be subject to the approval of the PSI Executive Board.

CONSTITUTION OF THE INTER-AMERICAN REGIONAL ORGANISATION OF PUBLIC SERVICES INTERNATIONAL

Note: Approved by PSI Executive Board on 30 October 2001

1. NAME AND STRUCTURE

The regional organisation for North, Central and South America and the Caribbean region of Public Services International shall be known as the Inter-American Regional Organisation of PSI (IAMRO-PSI)

2. AIMS AND OBJECTIVES

2.1 IAMRO-PSI's highest priorities are:

- a) the support of democratic principles;
- b) the establishment of social justice for all peoples in the Americas;
- c) the maintenance and development of adequate and accessible public services;
- d) the strengthening of public sector unions;
- e) the protection of human and trade union rights for its members;
- f) the advice and assistance to PSI relevant to all political developments in the Americas; and
- g) the development of the policy of Inter-American affiliates regarding PSI activities worldwide.

2.2 IAMRO-PSI shall act in accordance with the principles, goals and policies of Public Services International.

3. METHODS AND ACTIVITIES

3.1 The IAMRO-PSI shall pursue these aims and objectives in co-operation with the ICFTU and other International Trade Secretariats, institutions and organisations operating in the Inter-Americas by:

- a) rejecting racial and gender discrimination of every kind and working for the attainment of equal rights and opportunities;
- b) combating economic and social exploitation at every level;
- c) advocating common interests in the fields of economic and social policy with all appropriate institutions in the Inter-Americas;
- d) promoting understanding, solidarity and co-operation among public service unions in the Inter-Americas and worldwide;
- e) promoting freedom of association and collective bargaining rights of public service workers in the Inter-Americas and worldwide;
- f) assisting in the development and strengthening of democratic and independent trade unions through trade union education programmes which aim to improve the educational, cultural, economic and social conditions and welfare of their members;
- g) co-ordinating the activities of its affiliates in the Inter-Americas and, at the request of PSI, representing the affiliates in relevant regional activities and with regional and international institutions;

- h) promoting membership of PSI among all democratic public service unions in the Inter-Americas whose scope is consistent with Article 2.2 of the PSI Constitution;
- i) implementing the PSI and IAMRO-PSI Action Plans.

4. MEMBERSHIP

All organisations affiliated to PSI in the Inter-Americas shall automatically become members of IAMRO-PSI.

5. FINANCE

- 5.1 The IAMRO-PSI shall be financially supported by the PSI. Other funding can be secured to finance projects in accordance with article 12.5 of the PSI Constitution.
- 5.2 The IAMRO-PSI, through its regional secretary, shall submit an annual budget to PSI for approval by the PSI Executive Board.

6. GOVERNING BODIES

The governing bodies of the IAMRO-PSI are the:

- i. Inter-American Regional Conference (IAMRECON)
- ii. Inter-American Regional Executive Committee (IAMREC)

7. INTER-AMERICAN REGIONAL CONFERENCE (IAMRECON)

- 7.1 The supreme governing body of the IAMRO-PSI is the Regional Conference, which must meet at least once every five years.
- 7.2 An extraordinary Regional Conference may be called by the IAMREC. It must be convened within six months of the IAMREC decision and deal only with the matters for which it was convened.
- 7.3 The meeting place, date and agenda of the Conference shall be determined by the IAMREC with due consideration of suggestions submitted by affiliated organisations. Notifications to all affiliates of the date, place and agenda will be sent at least seven months prior to the date of the Conference.
- 7.4 Motions/resolutions and proposals for the agenda of the Conference from affiliated organisations must be sent to the Secretariat in writing not later than six months before the date of the Conference. The motions/resolutions and proposals received shall be sent to the affiliated organisations not later than five months before the date of the Conference. Amendments to motions/resolutions must be submitted in writing to the Secretariat not later than three months before the date of the Conference. The motions/resolutions and amendments shall be sent to all affiliated organisations, together with reports/papers for discussion at the Conference, not later than two months before the date of the Conference.
- 7.5 Each member organisation has the right to be represented as per article 8.1 of the PSI Constitution. Members of the IAMREC shall participate to the Regional Conference as elected members representing their constituency.

- 7.6 The names of delegates and observers to the Conference must be submitted to the Secretariat not later than two months prior to the Conference.
- 7.7 Observers may be invited by the IAMREC in accordance with articles 8.3 and 8.6 of the PSI Constitution.
- 7.8 Travel and subsistence expenses of delegates and observers attending the Conference shall be borne by the affiliated organisation. IAMRO-PSI may offer sponsorship funds to ensure fair representation of all affiliated organisations. This support is contingent on payment of affiliation fees.
- 7.9 The responsibilities of the Inter-American Regional Conference shall include:
- a) Election of the Inter American Regional Chairperson and co-Chairperson from amongst the IAMREC members, at least one of whom shall be a woman, who shall be limited to one Congress term (the co-Chair positions shall rotate among the sub-regions from one Congress period to the next);
 - b) Election of four Conference Chairpersons for the duration of the Conference. These will be the Inter-American Regional Chairperson and Co-Chairperson and two nominees provided by the host country affiliates, at least one of whom shall be a woman.
 - c) Election of the members and adoption of the reports of the Credentials Committee;
 - d) Election of the members and adoption of the reports of the Standing Orders Committee;
 - e) Adoption of the Secretariat Report of Activities;
 - f) Consideration of the Action Plan for the next period;
 - g) Consideration of motions/resolutions and declarations;
 - h) Any other matters which the IAMREC wishes to submit to the Conference.
- 7.10 The Conference will endeavour to reach decisions on the basis of consensus. When consensus is not reached, decisions will normally be by show of hands with the delegate's identification card. Decisions will be made by a simple majority. If requested by at least four member organisations from four different constituencies, a membership vote will be taken. In this case, voting strength will be based upon the averaged paid-up membership over the years since the previous Conference.

8. INTER-AMERICAN REGIONAL EXECUTIVE COMMITTEE (IAMREC)

- 8.1 The IAMREC shall be comprised of:
- a) Two titular members from each constituency at least one of whom shall be a woman. Each titular will have a substitute of the same sex.
 - Andean countries (*Aruba, Bolivia, Colombia, Ecuador, Peru, Venezuela*);
 - Brazil;
 - Canada;
 - Caribbean (*Anguilla, Antigua and Barbuda, Bahamas, Barbados, Belize, Bermuda, Dominica, Grenada, Guadeloupe, Guyana, Haiti, Jamaica, Martinique, Montserrat, St. Kitts and Nevis, St. Maarten, St. Lucia, St. Vincent, Suriname, Trinidad and Tobago*);
 - Central America and Mexico (*Cuba, Costa Rica, Dominican Republic, El Salvador, Guatemala, Honduras, Mexico, Nicaragua, Panama*);

- Southern Cone (*Argentina, Chile, Paraguay, Uruguay*);
 - USA.
- b) The PSI President and General Secretary and the Inter-American Regional Secretary who shall be ex-officio members.
- 8.2 Travelling and subsistence expenses for members of IAMREC shall be borne, in principle, by the sending organisation. However, the IAMRO-PSI may offer financial support to certain constituencies in order to guarantee fair representation. This support is contingent on payment of affiliation fees.
- 8.3 The IAMREC shall manage the affairs of the IAMRO-PSI between regional conferences and will meet at least once a year. Observers may be invited by the IAMREC to its meetings. It bears the responsibility for:
- a) Examining and approving the budget of the IAMRO-PSI for submission to the PSI Executive Board;
 - b) Making recommendations to the PSI Executive Board on affiliation to PSI of eligible unions and on expulsion or suspension of affiliates, on affiliation fee payments and any other membership matters in accordance with article 18 of the PSI Constitution;
 - c) Planning, monitoring and evaluating the PSI and IAMRO-PSI Action Plans;
 - d) Selecting Inter-American members of committees established by the PSI Executive Board;
 - e) Appointing ad-hoc advisory committees with a clearly defined mandate and timeframe;
 - f) Each constituency shall choose and propose to the IAMREC a nominee to represent it on the PSI Executive Board. The IAMREC shall remedy, to the extent possible, any practical difficulty arising from the implementation of PSI policy relative to equal participation of women in its decision-making bodies.
- 8.4 The IAMREC will endeavour to reach decisions on the basis of consensus. Where this is not possible, voting will be by show of hands of all IAMREC titular members and substitutes representing a titular member. Decisions will be made by simple majority vote. Each titular member representing an organisation having paid its affiliation fees or entitled by the Executive Board to a reduction or exemption thereof has one vote (except the ex officio members). In the event of a tie, the co-Chairs will have the deciding vote.
- 8.5 Representatives on the IAMREC, whose unions are in arrears of payment of affiliation fees, by not fulfilling their obligations under article 5.2 of the PSI constitution, shall lose their right to speak and vote. Representatives of unions who are in arrears for two years shall be suspended from the Regional Executive Committee.
- 8.6 The mandate of titular members and their substitute members expires at the end of the next ordinary Congress. However, immediate re-election is possible. The mandate also expires upon the resignation of a titular member or a substitute member; if the affiliated organisation ends its affiliation with the PSI; if the affiliated organisation is in arrears in the payment of its affiliation fee for two years or longer; or if the member ceases to be an accredited representative of the organisation to which he/she belonged at the time of election.

9. SUB-REGIONAL ADVISORY COMMITTEES

- 9.1 Sub-regional advisory committees shall be established to advise the IAMREC and the Secretariat. One committee shall be created in each of the constituencies defined in 8.1. Each country of the constituency is entitled to be represented in the relevant committee, the specifics of the representation formula being clearly defined in consultation with the constituency concerned and IAMREC. Unions, which are in arrears with payment of affiliation fees by not fulfilling their obligations under article 5.2 of the PSI constitution, cannot represent their country.
- 9.2 The purpose of these committees shall be to decentralise consultation over IAMREC decisions, including election of constituency representatives, and to create a forum for exchange and dialogue on issues facing public service unions in that particular constituency. The IAMREC titular member from the constituency shall serve as chairperson for the meetings.
- 9.3 IAMREC shall decide on the size, composition, frequency and duration of constituency meetings.
- 9.4 Travel and subsistence expenses of affiliates attending constituency meetings shall be borne by the affiliated organisation. IAMREC may provide funds to ensure fair representation of all countries within the constituency. This support is contingent on payment of affiliation fees.
- 9.5 All Sub-regional advisory committees shall try to reach decisions on the basis of consensus. Where consensus is not reached, IAMREC shall be responsible for resolving the matter/s.
- 9.6 The Regional Secretary shall be an ex-officio member of all sub-regional advisory committees.

10. WOMEN'S COMMITTEE

- 10.1 The PSI World Women's Committee will include one woman IAMREC representative from each constituency as a titular member. Constituencies, which are represented by more than one woman, shall decide who will receive the titular position on the Women's Committee. In the event a titular member does not serve on the world Women's Committee and her substitute serves, a second substitute may be named to serve with other women substitute representatives on the PSI world Women's Committee.
- 10.2 The IAMRO-PSI Women's Committee will include all the women members of IAMREC. A woman member of IAMREC, who is attending the relevant IAMREC meeting but does not wish to attend the IAMRO-PSI Women's Committee, may nominate the substitute to represent her at the IAMRO-PSI Women's Committee meetings. When this occurs the nominating organisation meets all additional travel costs unless otherwise agreed by IAMREC.
- 10.3 Where a sub-regional advisory committee (SUBRAC) is established by IAMREC, there shall also be a sub-regional Women's Committee. The sub-regional Women's Committee will be comprised of all the women members of the SUBRAC.

- 10.4 Travel and subsistence expenses for attending Inter-American Women's Committee meetings shall be borne by the affiliated organisation. IAMREC may provide funds to ensure fair representation of all constituencies. This support is contingent on payment of affiliation fees.

11. OTHER ADVISORY COMMITTEES

- 11.1 Other advisory committees may be established as needed by the IAMREC. All committees should have a clearly defined mandate and duration. The membership of these committees will be determined by the IAMREC and should have a gender balance in representation.
- 11.2 Travel and subsistence expenses to all advisory committee meetings shall be borne by the affiliated organisation. The IAMREC may provide funds from its budget to ensure representative participation of all relevant affiliates in these meetings. This support is contingent on payment of affiliation fees.
- 11.3 All advisory committees shall try to reach decisions on the basis of consensus. Where consensus is not reached, IAMREC shall be responsible for resolving the matter/s.
- 11.4 The Regional Secretary and the IAMREC co-Chairs are ex-officio members of all advisory committees.

12. REGIONAL SECRETARY AND SECRETARIAT

- 12.1 The PSI General Secretary, in consultation with the IAMREC, shall appoint the Regional Secretary of IAMRO-PSI.
- 12.2 The Regional Secretary shall:
- a) conduct the day to day business of the IAMRO-PSI in accordance with the decisions of the Regional Conference and the IAMREC;
 - b) prepare and circulate the documents needed for meetings of these bodies and all others provided for in this Constitution;
 - c) attend all meetings of the Regional Conference, the IAMREC and any other meetings that these bodies deem necessary;
 - d) prepare audited financial reports in co-operation with the Secretariat to be submitted annually to the IAMREC and PSI Executive Board;
 - e) discharge all other duties assigned to the Regional Secretary by this Constitution and the PSI General Secretary;
 - f) arrange representation of the IAMRO-PSI before all other relevant institutions within the Inter-Americas in co-ordination with the PSI General Secretary with full reporting to the IAMREC.

13. DISSOLUTION

In agreement with the PSI Executive Board and in accordance with the PSI Constitution, the IAMRO-PSI Executive Committee shall be responsible for all matters pertaining to the dissolution of the IAMRO-PSI.

14. GENERAL DISPOSITIONS

- 14.1 Any questions related to the general policy of PSI shall be submitted to the PSI Executive Board.

- 14.2 The validity of this Constitution together with future amendments shall be subject to the approval of the PSI Executive Board. Amendments may only be made by a two-thirds majority of the Regional Conference delegates. The IAMREC is responsible for interpreting this Constitution if the need occurs.
- 14.3 Working languages and translations of documents for the Regional Conference, IAMREC, constituency meetings and ad-hoc-advisory committees will reflect the needs of the affiliated membership and take into account the budgetary constraints.
- 14.4 The authoritative language version of this Constitution is English.

**PUBLIC SERVICES INTERNATIONAL
EUROPEAN REGIONAL ORGANISATION**

DRAFT CONSTITUTION

(As approved by EB 126, Seoul, 29-31 October 2001)

*Please note: the final version of this Constitution
will be submitted for adoption at EUREC in April 2003
and then approval by the Executive Board in November 2003.*

1. Name

The European regional organisation of Public Services International shall be known as the EURO-PSI.

2. Aims and Objectives

2.2 EURO-PSI's highest priorities are:

- a) the support of democratic principles;
- b) the establishment of social justice for all peoples in Europe;
- c) the maintenance and development of the best and accessible public services;
- d) the promotion of solidarity among public sector trade unions in Europe and worldwide;
- e) the strengthening of public sector trade unions with special attention given to the problems facing those trade unions in Central and Eastern Europe;
- f) the protection of human and trade union rights for its members;
- g) the advice and assistance to PSI relevant to political developments in Europe; and
- h) the development of the policy of European affiliates regarding PSI activities worldwide.
- i) the implementation of the PSI and EURO-PSI Programmes of Action;
- j) the work for equity in representation, especially in the implementation of real equality between women and men within the PSI organisations.

2.2 EURO-PSI shall act in accordance with the principles, goals and policies of Public Services International.

3. Methods and Guidelines

3.1 The EURO-PSI shall pursue these aims and objectives in co-operation with the International Confederation of Free Trade Unions and other International Trade Secretariats, institutions and organisations operating in Europe by:

- a) striving to eliminate discrimination of every kind and working for the attainment of equal rights and opportunities;
- b) combating economic and social exploitation at every level;
- c) challenging the policies that lead to unemployment;
- d) advocating the common interests of member organisations in the fields of economic and social policy and representing them at appropriate institutions in Europe and elsewhere;
- e) promoting understanding and co-operation among public service trade unions in Europe and worldwide and strengthening solidarity throughout Europe in order to overcome the effects of the partitioning of Europe and the conflicts caused by racial, ethnic, religious and political intolerance;

- f) promoting an efficient, well organised and accountable public service;
- g) promoting ILO labour standards for public service workers in Europe and worldwide;
- h) assisting in the development and strengthening of democratic and independent trade unions through trade union education programmes which aim to improve the educational, cultural, economic and social conditions and welfare of their members;
- i) co-ordinating the activities of its affiliates in Europe;
- j) promoting membership of PSI among all democratic public service trade unions in Europe whose scope is consistent with Article 2 paragraph 2 of the PSI Constitution and aiming especially at integrating European trade unions eligible for PSI membership.

3.2 Activities with respect to the European Union, the European Economic Area (EEA) and the European enlargement process are referred to the responsibility of EPSU in accordance with the PSI-EPSU Co-operation Agreement approved by the European Regional Conference and the PSI Executive Board in November 1999.²

4. Membership

All organisations affiliated to PSI in Europe shall automatically become members of EURO-PSI. All affiliates in the European Union, the EEA and in those countries within the ETUC boundaries can also automatically be members of the EPSU.

5. Finance

5.1 The EURO-PSI shall be financially supported by the PSI. Other funding can be secured to finance projects in accordance with article 12.5 of the PSI Constitution.

5.2 The EURO-PSI, through its regional secretary, shall submit an annual budget to PSI for approval by the PSI Executive Board.

6. Governing Bodies

The governing bodies of the EURO-PSI are the:

- i. European Regional Conference (EURECON)
- ii. European Regional Executive Committee (EUREC)

7. European Regional Conference (EURECON)

7.1 The supreme governing body of the EURO-PSI is the Regional Conference, which must meet every five years.

7.2 The meeting place, date and agenda of the Conference shall be determined by the EUREC with due consideration of suggestions submitted by affiliated organisations. Notifications to all affiliates of the date, place and agenda will be sent at least seven months prior to the date of the Conference.

² Countries covered by PSI and EPSU: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Macedonia, Malta, Netherlands, Norway, Poland, Portugal, Romania, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey, UK.
Countries covered by PSI only: Albania, Armenia, Azerbaijan, Belarus, Bosnia-Herzegovina, Georgia, Israel, Kazakhstan, Kyrgyzstan, Moldova, Montenegro, Russia, Tajikistan and Ukraine.

7.3 Motions/resolutions and proposals for the agenda of the Conference from affiliated organisations must be sent to the Secretariat in writing not later than six months before the date of the Conference. The motions/resolutions and proposals received shall be sent to the affiliated organisations not later than five months before the date of the Conference. Amendments to motions/resolutions must be submitted in writing to the Secretariat not later than three months before the date of the Conference. The motions/resolutions and amendments shall be sent to all affiliated organisations, together with reports/papers for discussion at the Conference, not later than two months before the date of the Conference.

7.4 Each member organisation has the right to be represented as per article 8.1 of the PSI Constitution. Where trade unions are entitled to more than one delegate to the Regional Conference representation will be in accordance with the following table:

Total Number of Delegates	Minimum Number of Women
2-3	1
4-5	2
6-7	3
8-9	4
10-11	5
12-13	6

7.5 The names of delegates and observers to the Conference must be submitted to the Secretariat not later than two months prior to the Conference.

7.6 Observers may be invited by the EUREC in accordance with articles 8.3 and 8.6 of the PSI Constitution.

7.7 Travel and subsistence expenses of delegates and observers attending the Conference shall be borne by the affiliated organisation. EURO-PSI may offer sponsorship funds to ensure fair representation of all affiliated organisations. This support is contingent on payment of affiliation fees.

7.8 The responsibilities of the European Regional Conference shall include:

- a) Election of the Conference Chairperson and co-Chairperson who shall not be of the same sex;
- b) Election of the members and adoption of the reports of the Credentials Committee;
- c) Election of the members and adoption of the reports of the Standing Orders Committee;
- d) Election of the two PSI European co-Chairs who shall not be of the same sex;
- e) Consideration of the results of the Programme of Action since the previous Conference;
- f) Consideration of the Programme of Action for the next period;
- g) Consideration of motions/resolutions and declarations;
- h) Any other matters which the EUREC wishes to submit to the Conference.

7.9 The Conference will endeavour to reach decisions on the basis of consensus. When consensus is not reached, decisions will normally be by show of hands with the delegate's identification card. Decisions will be made by simple majority. If requested by at least four member organisations from four different

countries, the Chairperson shall put the motion for a membership vote to the Conference for determination by a show of hands. In this case, voting strength will be based upon the averaged paid-up membership over the years since the previous Conference.

- 7.10 An extraordinary Regional Conference may be called by the EUREC. It must be convened within seven months of the EUREC decision and deal only with the matters for which it was convened.

8. European Regional Executive Committee (EUREC)

The meeting of European constituency representatives has recommended acceptance of option 1 until the PSI Congress in 2002 adopts a new PSI Constitution where it is anticipated that provisions for mainstreaming according to option 2 will be adopted. This means that the first EUREC meeting after Congress will have to modify its regional constitution in order to comply with the rules laid down in the PSI Constitution.

- 8.1 The EUREC shall be comprised of:

OPTION ONE

a) titular members from each constituency in accordance with the table below. Each titular member shall have a first and second substitute. All three should not be of the same sex.

EUROPEAN CONSTITUENCIES	Number of Titular Seats	Number of Women's Seats
Germany	2	1
UK / Ireland	3	1
Benelux / France	2	1
Mediterranean: Cyprus / Greece / Israel / Italy / Malta / Portugal / Spain	2	1
Central Europe: Austria / Bosnia-Herzegovina / Croatia / Czech Republic / Hungary / Slovak Republic / Slovenia / Switzerland	2	1
Nordic	5	2
Russia	2	1
South-East Europe: Albania / Azerbaijan / Bulgaria / Macedonia / Moldova / Romania / Turkey / Yugoslavia	2	1
North-East Europe: Armenia / Belarus / Estonia / Georgia / Latvia / Lithuania / Poland / Ukraine		
TOTAL	20	9

Please note that this means maintaining the current system of having a European Women's Committee of seven members with two extra women's seats to bring it in line with the number of constituencies.

OPTION TWO

Alternative option to maintaining additional women's seats (8.1e) is to use the following table in 8.1a):

EUROPEAN CONSTITUENCIES	Number of Titular Seats	
	Total no. of seats	Minimum no. of women
Germany	2	(1)
UK / Ireland	3	(1)
Benelux / France	2	(1)
Mediterranean: Cyprus / Greece / Israel / Italy / Malta / Portugal / Spain	2	(1)
Central Europe: Austria / Bosnia-Herzegovina / Croatia / Czech Republic / Hungary / Slovak Republic / Slovenia / Switzerland	2	(1)
Nordic	5	(2)
Russia	2	(1)
South-East Europe: Albania / Azerbaijan / Bulgaria / Macedonia / Moldova / Romania / Turkey / Yugoslavia	2	(1)
North-East Europe: Armenia / Belarus / Estonia / Georgia / Latvia / Lithuania / Poland / Ukraine		
TOTAL	20	(9)

Please note that this would reduce the number of total seats to 20 as there would no longer be additional women's seats.

- b) The two European co-Chairs elected by the Regional Conference;
 - c) One representative from the European Youth Forum, who will be a titular member, to be nominated by the members of the Forum;
 - d) The PSI President and General Secretary, the European Regional Secretary and the EPSU General Secretary who shall be ex-officio members;
 - e) One woman titular member from each constituency who shall also have a first and second substitute.
- 8.2 Travelling and subsistence expenses for members of EUREC shall be borne, in principle, by the sending organisation. However, the EURO-PSI may offer financial support to certain constituencies in order to guarantee fair representation. This support is contingent on payment of affiliation fees.
- 8.3 The EUREC shall manage the affairs of the EURO-PSI between regional conferences and will meet at least once a year. Observers may be invited by the EUREC to its meetings. It bears the responsibility for:
- a) Examining and approving the budget of the EURO-PSI for submission to the PSI Executive Board;
 - b) Making recommendations to the PSI Executive Board on affiliation to PSI of eligible trade unions and on expulsion or suspension of affiliates, on affiliation fee payments and any other membership matters in accordance with article 18 of the PSI Constitution;
 - c) Planning, monitoring and evaluating the PSI and EURO-PSI Programme of Action ;
 - d) Selecting European members of committees established by the PSI Executive Board;
 - e) Appointing ad-hoc advisory committees with a clearly defined mandate and timeframe.
- 8.4 The EUREC will endeavour to reach decisions on the basis of consensus. Where this is not possible, voting will be by show of hands of all EUREC titular members and substitutes representing a titular member. Decisions will be made by simple majority vote. Each titular member representing an organisation having paid its affiliation fees or entitled by the Executive Board to a reduction or exemption thereof has one vote (except the ex officio members). In the event of a tie, the presiding co-Chair will have the casting vote.
- 8.5 Representatives on the EUREC whose trade unions are in arrears of payment of affiliation fees shall lose their right to speak and vote. Representatives of trade unions who are in arrears for two years shall be suspended from the Regional Executive Committee.

9. Constituency Committees

- 9.1 Constituency committees shall be established, as required, to advise the EUREC and the Secretariat. One committee may be created in each of the constituencies defined in 8.1. Each country of the constituency is entitled to be represented in the relevant committee. Each constituency shall decide on the size, composition, frequency, duration and voting procedures of its meetings. Each constituency committee, as established, shall meet at least once a year. There should be gender-balanced representation. Trade unions, which are in arrears for the previous year with payment of affiliation fees, cannot represent their country.
- 9.2 The purpose of these constituency committees shall be to create a forum for exchange and dialogue on issues facing public service trade unions in that

particular constituency and take decisions on EUREC representation. A EUREC titular member from the constituency shall serve as chairperson for the meetings.

- 9.3 Travel and subsistence expenses of affiliates attending constituency meetings shall be borne by the affiliated organisation. EUREC may provide funds to ensure fair representation of all countries within the constituency. This support is contingent on payment of affiliation fees.

10. Women's Committees

- 10.1 The PSI World Women's Committee will include one woman EUREC representative from each constituency as a titular member. Constituencies, which include more than one woman, shall decide who will receive the titular and substitute positions on the Women's Committee.³
- 10.2 Each European member of the World Women's Committee will have a woman substitute from her constituency.
- 10.5 The EURO-PSI Women's Committee will include all the women titular members of the EUREC (or in their absence their substitutes).⁴
- 10.6 Where a constituency committee exists, there shall also be a constituency women's committee. The constituency women's committee will include at least all women members of the constituency committee. In principle, all trade unions of the constituency can be represented.
- 10.7 Travel and subsistence expenses for attending European Women's Committee meetings shall be borne by the affiliated organisation. EUREC may provide funds to ensure fair representation of all constituencies. This support is contingent on payment of affiliation fees.

11. European Youth Forum

- 11.1 The European Youth Forum will be composed of one titular and one substitute member from each constituency and will meet at least once a year. There should be at least one woman representative from each constituency.
- 11.2 Travel and subsistence expenses for attending Youth Forum meetings shall be borne by the affiliated organisation. EUREC may provide funds to ensure fair representation of all constituencies. This support is contingent on payment of affiliation fees.

12. Other Advisory Committees

- 12.1 Other advisory committees may be established as needed by the EUREC. All committees should have a clearly defined mandate and duration. The membership of these committees, which should have a gender-balanced representation, will be determined by the EUREC.
- 12.2 Travel and subsistence expenses to all advisory committee meetings shall be borne by the affiliated organisation. The EUREC may provide funds to ensure representative participation of all relevant affiliates in these meetings. This support is contingent on payment of affiliation fees.

³ During an intermediary period, the Nordic constituency keeps two seats.

⁴ NB: The final wording of this article depends on the outcome of the discussions about the two options under Article 8.1.

- 12.3 The Regional Secretary and the EUREC co-Chairs are ex-officio members of all advisory committees.

13. Regional Secretary and Secretariat

- 13.1 The PSI General Secretary, in consultation with the EUREC, shall appoint the Regional Secretary of EURO-PSI.
- 13.2 The secretariat of the EURO-PSI is located at the PSI headquarters and managed by the European Regional Secretary under the authority of the PSI General Secretary.
- 13.3 The Regional Secretary shall:
- a) conduct the day to day business of the EURO-PSI in accordance with the decisions of the Regional Conference and the EUREC;
 - b) prepare and circulate the documents needed for meetings of these bodies and all others provided for in this Constitution;
 - c) attend all meetings of the Regional Conference, the EUREC and any other meetings that these bodies deem necessary;
 - d) prepare audited financial reports in co-operation with the Secretariat to be submitted annually to the EUREC and PSI Executive Board;
 - e) discharge all other duties assigned to the Regional Secretary by this Constitution and the PSI General Secretary;
 - f) arrange for EURO-PSI to be represented at all other relevant institutions within Europe in co-ordination with the PSI General Secretary and the EPSU General Secretary with full reporting to the EUREC.

14. Dissolution

In agreement with the PSI Executive Board and in accordance with the PSI Constitution Article 19, the EUREC shall be responsible for all matters pertaining to the dissolution of the EURO-PSI.

15. General Dispositions

- 15.1 Any questions related to the general policy of PSI shall be submitted to the PSI Executive Board.
- 15.2 The validity of this Constitution together with future amendments shall be subject to the approval of the PSI Executive Board. After approval by the PSI Executive Board, this regional constitution becomes an appendix to the PSI Constitution. Amendments may only be made by a two-thirds majority of the Regional Conference delegates. The EUREC is responsible for interpreting this Constitution if the need occurs.
- 15.3 Working languages and translations of documents for the Regional Conference, EUREC, constituency meetings, the Youth Forum, the European Women's Committee and ad-hoc advisory committees will reflect the needs of the affiliated membership and take into account the budgetary constraints.
- 15.4 The authoritative language version of this Constitution is English.

APPENDIX 2: MAP OF PSI REGIONS

