



IFHOHYP

International Federation of Hard Of Hearing Young People

IFHOHYP Constitution (as of 2011)

Article 1: Name

The full name of the organisation is *International Federation of Hard Of Hearing Young People* (IFHOHYP). IFHOHYP is independent of sex, race, religion, nationality and politics.

The definition of “Hard of Hearing” includes all people who have a hearing loss and whose usual means of communication is by speech. Those who have become totally deaf after acquisition of speech are also included in the definition.

IFHOHYP cooperates with the International Federation of Hard of Hearing (IFHOH) and the European Federation of Hard of Hearing (EFHOH). IFHOHYP shall have the status of a Full Member of IFHOH with the right to send one delegate to IFHOH’s Biennial General Meeting. IFHOHYP shall also have the status of a Full Member in EFHOH with the right to send one delegate to the EFHOH Annual General Meeting.

IFHOH shall have the status of a General IFHOHYP Member with one delegate.

EFHOH shall have the status of a General IFHOHYP member with one delegate.

Article 2: Head Office

The head office of the IFHOHYP is fixed at the President's place of residence and a Secretariat is fixed at the Secretary's place of residence.

Article 3: Language

The official and working language of IFHOHYP is English.

Article 4: Aims

IFHOHYP aims to:

- a) promote and manage the international cooperation between member organisations.
- b) defend the interests of hard of hearing young people in the world.
- c) raise awareness about the communication accessibility and other needs of hard of hearing among policy makers, service providers and within the general public.
- d) establish links with organisations of and for hearing impaired people in *non-member* countries.
- e) improve communication and cultural interchange between all hard of hearing young people worldwide.
- f) make available information regarding facilities by and for hard of hearing people.

Article 5: Duration

The duration of the IFHOHYP is unlimited.

II - Membership

Article 6: Membership

The IFHOHYP is composed of:

- General Members
- Supportive Members
- Honorary Members

Article 7: General Members

General Members are organisations throughout the world that are active in youth work for hard of hearing young people. The relationship between IFHOHYP and the General Members is ruled by the Convention of Adhesion.

A candidate who will become a General Member, must send: a written application before the AGM, sign the Convention of Adhesion which is appended to the Articles of Constitution and undertake to the IFHOHYP Articles of Constitution and internal regulations. The AGM reserves the right to refuse or accept the applications for membership.

General Members can appoint one Delegate who has the right to vote, and two Observers to attend meetings.

Article 8: Supportive Members

Supportive Members are those persons rendering noteworthy financial services to the IFHOHYP. The Board is competent to recognise these services.

Legally constituted juridical persons may be admitted as Supportive Members.

Supportive members have no right to vote. They have the right to send one Observer to attend meetings and speak. In order to exercise the right to send one Observer, the organisation or person must have rendered financial services for that period.

Article 9: Honorary Members

Honorary Members are natural persons outside IFHOHYP member organisations who have rendered remarkable services to the IFHOHYP. Honorary Members are hard of hearing or hearing persons who are not able to join IFHOHYP as an organisation.

Honorary Members do not need to pay the annual membership fee. They can attend meetings as Observers. They cannot act as officials of the organisation nor do they have the right to vote.

Nomination and revocation of Honorary Members must be ratified by the AGM.

Article 10: Membership fee

The membership fee will be reviewed and approved by the AGM.

General members must pay in full their membership fee to ensure their membership status.

If a General Member did not pay membership fee for more than two years (two succeeding AGMs), the board may suggest to the AGM to dissolve the membership.

III – Organisation Structure

Article 11: AGM

AGM stands for “Annual General Meeting” and is the final decisive authority of IFHOHYP. The AGM is governed by the AGM Working Format.

AGM comprises the delegates of the General Members, the Honorary Members, as well as the Board Members and Supportive Members.

The AGM is primarily held every year before 1st of May.

If three General Members, the President and one other Board Member take part to the AGM and the majority of delegates are not members of the board, the AGM has quorum. The meeting has to be convened as defined in the AGM Working Format.

Article 12: Extraordinary General Meeting

If necessary, or at request of 20% (twenty percent) of the General Members, the President will convoke an Extraordinary General Meeting, also called EGM in accordance with article 11 in the present Constitution. EGM must take place within eight weeks after convening.

Article 13: The Board

The Board follows and puts into action the decisions made in AGM and has the power to act in the name of the IFHOHYP. It is authorised for all actions and operations carried out in conformity with the aims of the IFHOHYP. Each Board Member's term lasts two years. The board members have the following attributes and duties:

a) Attributes and duties of the President:

- is responsible for carrying out the decisions of the Board
- ensures a proper functioning of the IFHOHYP
- represents IFHOHYP in all civil acts and in particular regarding the opening and operation of all bank accounts
- orders all expenditures
- shares the financial power with the Treasurer
- has the right to make the signature of IFHOHYP or delegate signature right to other Board Members by writing.

b) Attributes and duties of the Vice President:

- assists the President in his/her different tasks
- has no financial power
- his/her duties in Board work may be decided by the Board
- if the President becomes incapacitated in any way, the Vice-President becomes automatically empowered with all the powers and obligations of the President as long as needed.

c) Attributes and duties of the Treasurer:

- maintains the accounts of the IFHOHYP
- must be a financially competent person
- makes all payments and receives all money on behalf of the IFHOHYP
- has the right to refuse to make payments that are not authorised by a vote of the Board
- has to make an annual budget comparable to the plan of action made by Board

- in case the Treasurer resigns before the end of a financial year, he/she has to make a financial draft, checked by the Auditor, for the period until his last day in the office and to give it to the Vice President, who will act as a Treasurer until next AGM.

d) Attributes and duties of the Secretary:

- must ensure a good communication amid the IFHOHYP
- is responsible to take care of the management of the reports and other official documentation of IFHOHYP, including the Board Minutes
- is responsible for maintaining the registers of IFHOHYP.

At least three nationalities have to be represented in the Board. At most two Board Members are allowed to have the same nationality. Every Board Member must have an age between 18 and 35 years. The members of the Board have to be General Members.

The Board meetings are arranged as written in the Board Working Formats. Decisions are noted by minutes, which must be sent to the members and signed by the President and the Secretary.

Any Board Member who, without valid reason, does not attend three consecutive meetings will be considered as having resigned his/her post.

During an AGM (or an EGM) a group of at least three General Members, or two Members of the Board may carry a written motion of non-confidence against one or more Members of the Board in charge.

A Board member resigns under the following condition:

- When a simple majority of the delegates of the AGM approves a motion of non-confidence.
- When she or he requests to resign due to health issues, family circumstances etc.

The Board is governed by the Board Working Format and Board Members are not allowed to vote in AGM. Exception is stated in the AGM Working Format.

Article 14: Auditor

The Auditor audits and controls the finances and functions of the IFHOHYP. He/she must be a financially competent person, elected by the AGM, and not be a Member of the Board.

The Auditor is elected for the period until the next AGM, and he/she can be re-elected. The work of the Auditor is governed by the Auditor Working Format.

Article 15: IFHOHYP Working Groups

The Board may decide on the creation of Working Groups responsible for the preparation, organisation and realisation of the specific tasks within IFHOHYP. These Working Groups will consist of at least:

- a) A Manager, responsible for the Working Group towards the Board.
- b) An Assistant Treasurer, the only responsible person for the finances towards the Board.

All those in charge of the Working Group are appointed by the Board.

Article 16: IFHOHYP Committees

The AGM may decide on the creation of Committees responsible for the preparation, organisation and realisation of specific tasks within IFHOHYP. The Working Groups act fairly independently regarding their special subject and are responsible only to the AGM. These Committees will consist of at least:

- a) Coordinator, responsible for the Working Group towards the AGM and obliged to be permanently in touch with the Board;
- b) Treasurer, sole responsible for the finances towards the Board.

The Committee Members are elected by the AGM.

IV - Resources

Article 17: Annual Resources

The annual resources of the IFHOHYP comprises the following:

- a) Membership fees from the Members
- b) Income and assets that it possesses
- c) Subventions and gifts given to it
- d) Reimbursement of expenses
- e) Profits from events
- f) Remuneration from research contracts or services carried out by the IFHOHYP.

Article 18: Financial Year

The financial year of IFHOHYP begins on January 1st and ends on December 31st each year.

Article 19: Financial Report

For each financial year, the current Treasurer has to make a financial report. The Auditor checks the report before the date of the next AGM Convocation. The Treasurer presents the financial report on the AGM that follows the financial year.

Article 20: Budget proposal

All future income and expenses of IFHOHYP for the new financial year have to be estimated in advance and have to be listed in the budget proposal.

The budget proposal is proposed by the Board and presented to the AGM for the approval.

Article 21: Reserves

A reserve fund may be established comprising the difference between annual income and annual expenditure. This fund will be used by IFHOHYP for any purpose falling within its aims.

Article 22: Financial Responsibility

The assets of the IFHOHYP are responsible for contractual obligations taken in the name of the IFHOHYP. No Board Members will be held personally responsible for these obligations.

V - Working Formats

Article 23: Working Formats

AGM, The Board and the Auditor has their own Working Formats.

Working Formats are intended to cover the various points not mentioned by the present Articles of Constitution, notably those, which refer to the internal organisation,

management and administration of IFHOHYP bodies.
Only AGM can modify the Working Formats and approve new ones.

VI – Amendments to the Articles of Constitution and Convention of Adhesion

Article 24: Working Formats

Amendments of the present Articles or the Convention of Adhesion are decided upon by the AGM with a 2/3 (two thirds) majority. Proposals of amendments must be sent to the President of IFHOHYP at least 8 weeks before the AGM.

VII - Dissolution

Article 25: Dissolution

If the Board votes for it unanimously and a majority of 4/5 (four of five) of the General Members present at an EGM, called for this purpose do likewise, it will cause the dissolution of IFHOHYP. Two liquidators will be appointed by EGM, and the assets will be distributed between the General Members in proportion to their payment of the Membership fee for the previous year, or to an international non-profit organisation, chosen by EGM, who shares the same aims of the IFHOHYP.