

Orientation & Mobility Association of South Africa

ORIENTATION AND MOBILITY ASSOCIATION OF SOUTH AFRICA

CONSTITUTION

1. **NAME:** The name of the Association shall be the ORIENTATION & MOBILITY ASSOCIATION OF SOUTH AFRICA (hereinafter referred to as the "Association").

2. **OBJECTIVES:**

The objectives of the Association shall be:

2.1 To represent, promote and protect the professional interests of Orientation and Mobility Practitioners by:

- increasing awareness, understanding and respect for the profession;
- advancing the availability and use of the profession; and
- being the body that advocates for the profession and its members.

2.2 To take an active role in establishing and maintaining high professional standards of mobility instruction and delivery in South Africa by:

- encouraging the development and implementation of continuing professional development; and
- disseminating information, new ideas, latest developments and to stimulate the interchange of opinion and thought amongst members on mobility for the visually impaired and other related topics.

2.3 To promote and support research and its application in the profession.

2.4 To publish and circulate a newsletter at regular intervals

3. **MEMBERSHIP:** Membership shall be open to any person interested in or associated with mobility for the visually impaired or services allied to this field, and shall be classified into the following five (5) categories viz:

3.1 **Full Membership** shall only be awarded to persons in possession of a certificate, diploma or degree in Orientation & Mobility Practice conferred by a training institution or any other mobility training programmes recognised by the Association.

3.2 **Organisational Membership** shall be open to any organisation, (governmental or non governmental in nature) that supports the objectives of the Association.

3.3 **Associate Membership** may be conferred by the Biennial General Meeting, a special General meeting or, when such meetings are not in session, by the

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Executive Committee, upon any person who, in the opinion of such Biennial, and or special General meeting, or Executive Committee, has a special interest in Mobility for visually impaired persons or in services allied to this field.

- 3.4 **Honorary Membership** may be bestowed upon any person in recognition of services rendered to the visually impaired, by the Biennial General Meeting, a special General Meeting or when such meetings are not in session, by the Executive Committee.
- 3.5 **Student Membership** shall be awarded to a student of any institution who has an interest in mobility.
- 3.6 **Overseas Membership** shall be open to persons in possession of a certificate or diploma or degree in Orientation & Mobility Practice conferred by a training institution or any other mobility training programmes recognised by and at the discretion of OMASA.

4. LANGUAGE MEDIUM:

The Association shall conduct its business in English but the use of all official languages of the country in all meetings, deliberations and correspondence is acceptable.

5. RIGHTS AND OBLIGATIONS OF MEMBERS:

- 5.1 A Member shall be entitled to the benefits of all services rendered by the Association, provided that the annual subscriptions of that member are fully paid.
- 5.2 In the event of any member failing to pay the annual subscription within ninety (90) days of the commencement of the financial year, membership shall be deemed to have lapsed.
- 5.3 In the event that a member who is not legally obligated to register with a professional council is found guilty of unethical behaviour by an employer and is removed from employment as the direct result of such behaviour, the member in question shall also forfeit his/her membership with OMASA.
- 5.4 In the event that a member who is legally obligated to register with a professional council is found guilty of unethical behaviour by such a council and loses his/her registration with such a council as a direct result of such behaviour, the member in question shall also forfeit his/her membership with OMASA.

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5.5 Should a member referred to in points 5.3 or 5.4 wish to appeal his/her forfeiture of OMASA membership, he/she can do so in writing, addressed to the Executive Committee of OMASA. Such writing must be accompanied by all relevant documentation, including the disciplinary findings of his/her employer and/or professional council as well as a detailed motivation regarding why the OMASA membership should not also be forfeited.

5.6 Only Full members shall have a vote during meetings.

6. EXECUTIVE COMMITTEE:

The Executive Committee shall consist of at least:

- 6.1 A Chairperson
- 6.2 A Secretary
- 6.3 A Treasurer
- 6.4 4 (Four) Additional Members

7. DUTIES OF THE EXECUTIVE COMMITTEE:

7.1 To elect the Chairperson, Secretary and Treasurer whose duties are described in points 8-10.

7.2 To meet at least five (5) times between Biennial General Meetings.

7.3 The Committee shall be entitled to co-opt two further members.

7.4 The Committee shall serve from the end of the Biennial General Meeting to the beginning of the next Biennial General Meeting.

7.5 The Committee may co-opt an individual or an organisation to provide administrative support. Such an individual or organisation shall have no voting rights at meetings.

7.6 The Executive Committee shall have authority to take such decisions and apply such funds as may be necessary in conducting the affairs of the Association, subject to the ultimate approval of the Biennial General Meeting.

8. CHAIRPERSON:

8.1 The Chairperson shall preside over all Special and Biennial General Meetings and all other meetings of the Association.

8.2 In the absence of the Chairperson a vice chairperson will be elected by the meeting.

8.3 The Chairperson shall be entitled to convene meetings of the Executive Committee or the Association itself should it be deemed necessary.

8.4 The Chairperson has both an ordinary and a casting vote.

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- 8.5 The Chairperson shall lay before the Biennial General Meeting a report covering the term of office of his/her chairmanship.

9. DUTIES OF THE SECRETARY:

- 9.1 To keep Minutes of the Biennial General Meeting, Executive Committee and any other meetings of the members of the Association.
- 9.2 To conduct all correspondence of the Association and take proper care of its documents.
- 9.3 To keep an up-to-date register of membership.
- 9.4 To be responsible for the election of the Executive Committee members.
- 9.5 To present a secretarial report at the Biennial General Meeting covering the past period of service.
- 9.6 In the absence of the secretary a vice secretary will be elected by the meeting and will assume the secretarial role.

10. DUTIES OF THE TREASURER:

- 10.1 To receive all monies of the Association and to deposit same in a bank account decided upon at the Biennial General Meeting.
- 10.2 To keep proper books of account and record all financial transactions of the Association.
- 10.3 To present a financial statement of the Association at the Biennial General Meeting for the past financial period.
- 10.4 To submit accounts to all members in respect of annual subscriptions at least one (1) month prior to the end of the financial year.
- 10.5 To authorise all monetary transactions of the Association. Such transactions to be implemented by any two of the three signatories to the account, that have been duly appointed by the Executive Committee.
- 10.6 At any time an independent review of the finances may be initiated at the discretion of the Executive Committee of OMASA on a simple majority.

11. INDEMNITY:

- 11.1 Subject to the provisions of any relevant law, members, office-bearers or appointed delegates of the Association shall be indemnified by the Association for all acts done by them in good faith on its behalf.
- 11.2 Subject to the provisions of any relevant law, no member of the Association or appointed delegates shall be liable for the acts, receipts, neglects or defaults of any other member or office-bearer, or for any loss, damage or expense suffered

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by the Association, which occurs in the execution of the duties of his/her office, unless it arises as a result of his/her dishonesty, or failure to exercise the degree of care, diligence and skill required by law.

12. ELECTIONS:

- 12.1 The members of the Executive Committee shall be elected at a Biennial General Meeting and hold office for one (1) term of office (two years), but may stand for re-election.
- 12.2 In the case of a vacancy occurring on the Executive Committee between Biennial General Meetings such vacancies shall be filled by means of co-option.
- 12.3 No nominations shall be valid unless it has the acceptance, in writing of the nominated member, that he/she agrees to his/her nomination.
- 12.4 Nominations should reach the secretary 10 days before the Biennial General Meeting.
- 12.5 In the absence of sufficient nominations being received prior to the Biennial General Meeting, nominations can be taken at the Biennial General Meeting so that voting can take place.
- 12.6 In the event of a member being unable to attend the Biennial General Meeting he/she shall be entitled to a postal vote, for the sole purpose of electing the Executive Committee, provided such postal vote reaches the Secretary prior to the commencement of the business of the Biennial General Meeting.

13. BIENNIAL GENERAL MEETING:

- 13.1 The Biennial General Meeting, open to all members of the Association, shall be held within two months, either way, of a 2-year period.
- 13.2 The date and venue of the Biennial General Meeting shall be determined by the Executive Committee.
- 13.3 Only full members shall have voting rights at a Biennial General Meeting.
- 13.4 Each full member shall have only one (1) vote.
- 13.5 Any issue shall be decided at a Biennial General Meeting by a simple majority of full members entitled to vote.
- 13.6 Voting shall be, in general, by a show of hands.
- 13.7 The election of the Executive Committee shall take place by ballot.
- 13.8 Full members shall elect five (5) members to the Executive Committee from amongst themselves.
- 13.9 Organisational Members shall have the right to choose one (1) person from amongst themselves to join the Executive Committee. Each Organisational Member has one vote for this purpose.

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13.10 Associate Members shall have the right to choose one (1) person from amongst themselves to join the Executive Committee. Each Associate Member has one vote for this purpose.

14. SPECIAL GENERAL OR EXTRAORDINARY MEETINGS:

A special or General Meeting shall be convened at the written request by not less than five (5) full members of the Association, or at least three (3) members of the Executive Committee.

15. QUORUM:

15.1 A quorum for a Biennial or special General meeting shall be not less than one fifth of the members of the Association entitled to vote.

15.2 A quorum for the Executive Committee shall be a half plus one of its members of whom the majority shall be Full Members.

16. MOTIONS AND RESOLUTIONS:

Motions and Resolutions for submission to a Biennial General Meeting shall reach the Secretary not less than one (1) calendar month prior to the date of such meeting.

17. ANNUAL SUBSCRIPTIONS:

The annual subscriptions for all members shall be recommended by the Executive Committee and determined by the members at the Biennial General Meeting. New members shall pay subscriptions on a proportionate scale calculated from the first day of the month in which they join.

18. ALTERATION OF CONSTITUTION:

18.1 No alternations shall be made to this constitution except by a two-thirds majority of the Biennial General Meeting.

18.2 Notice of any proposed alteration must reach the Secretary in good time for distribution at least one (1) month before the Biennial General Meeting and shall be circulated to all members.

19. DISSOLUTION:

19.1 The Association may be dissolved if at least two-thirds of the members present and voting, at a properly constituted Special General meeting convened for the purpose of considering such a matter, are in favour of such dissolution of the Association.

19.2 Provided that when the Association is being wound up or dissolved, any assets remaining after all its liabilities have been met, must be transferred to another organisation with similar objectives within the field of visual impairment.

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Signed this _____ day of _____ 20

CHAIRPERSON