



**INTERNATIONAL
POLICE ASSOCIATION**
INTERNATIONAL EXECUTIVE BOARD

Procedure for the Foundation and Affiliation of National Sections

Art. 1 Basis

The Procedure for the Foundation and Affiliation of National Sections is based on articles 11-17 of the International Statutes and articles 3-6, 10, 13-14 of the International Rules and shall apply to all applications for foundation and affiliation of a new national section, either as founding member(s) of that new section or when acting as a sponsor section.

A FOUNDATION PROCEDURE

The foundation procedure is led by the IEB and is divided into two steps:

Art. 2 Assessment of the Request

Foreign Associate Members (FAMs), serving or retired police officers, with the assistance of an official IPA national section, wish to establish a national section.

Contact with the Secretary General must be established and the following conditions must be met:

- proof of 50 FAMs
- proof that the country fulfils the IPA criteria according to the International Statutes (articles 2 and 11)
- report about the potential for development and growth, shown as acceptable
- letter of support from the police directorate and, if possible, from the ministry in charge of security

Once these conditions are fulfilled, the Secretary General shall report to the IEB who shall sign a declaration in favour of starting the process and designating a sponsor section to assist with the next steps required.

Art. 3 Section in Foundation Status

FAMs, with the assistance of the Secretary General and the sponsor section, shall thereafter be requested to:

- create an official committee (president, secretary general and treasurer as a minimum)
- draft a constitution and statutes

They shall then submit this information, including a report from the sponsor section, to the Secretary General in one of the 4 official IPA languages, with the request to be recognised as 'Section in Foundation'.

Based on the recommendation of the Secretary General, the IEB will render its decision.

The new committee will thereafter organise a founding meeting, attended by representatives of the sponsor section and the IEB.

The founding meeting shall include, among others, the following steps:

- election of the Founding Committee
- signing of the IPA official Declaration of Human Rights provided by the Secretary General, on behalf of their members, stating their commitment to the principles set out in the Universal Declaration of Human Rights as adopted by the United Nations in 1948
- signing of the new national statutes
- signing of the International Statutes
- awarding of a certificate of recognition for the status 'Section in Foundation' by a representative of the IEB

After the founding meeting, the new section in foundation will send the following documentation to the IEB:

- copy of the minutes of the founding meeting
- names, addresses and telephone numbers of the elected committee
- list of the members attending the founding meeting

Art. 4 Miscellaneous Provisions

The IEB will inform all national sections as soon as a new section in foundation has been accepted.

A delegate of the new section in foundation shall be invited to attend the next IPA World Congress as observer, according to article 13 of the International Rules.

Should external circumstances prevent a section in foundation from carrying out its statutory requirements, in particular when national legislation inhibits the implementation of the fundamental principles set out in the International Statutes, the IEB may withdraw the 'Section in Foundation' status.

Art. 5 Sponsor Section

The role of the sponsor section shall be to provide guidance, support and administrative assistance to the section in foundation

The sponsor section shall be responsible for the issuing of IPA membership cards to the FAMs of the section in foundation until such time as affiliation is attained.

B AFFILIATION PROCEDURE

The affiliation procedure is led by the IEB, submitted to the IEC for decisions, and is divided into two steps: provisional and full affiliation.

Art. 6 Provisional Affiliation

Once granted the 'Section in Foundation' status, the founding committee and the sponsor section shall submit a full report to the Secretary General every 6 months, on the official template and in one of the 4 official IPA languages.

If progress is satisfactory and proof of development regarding an increase in membership and IPA activities are reported, the section in foundation, with the support of the sponsor section, may submit a request for provisional affiliation to the Secretary General after 1 year at the earliest.

Based on the recommendation of the Secretary General, the IEB will render its decision.

The IEB shall thereafter draft a motion for 'Provisional Affiliation' for a minimum of 2 years.

If the motion is passed, the section in foundation shall be granted the status 'Section Provisionally Affiliated'.

Thereafter the section shall be responsible for issuing membership cards for its members and paying the international levy to the International Treasury starting from the next calendar year.

The section shall report every 6 months to the Secretary General about the progress of the section. The sponsor section is welcome to continue providing guidance, support and administrative assistance until full affiliation is granted, and beyond if invited.

A delegate of the 'Section Provisionally Affiliated' shall be invited to attend the following IPA World congress as delegate, with full rights. In addition, the section may also send two observers.

Art. 7 Full Affiliation

If progress is satisfactory and proof of development regarding an increase in membership and IPA activities are reported, the 'Section Provisionally Affiliated', with the support of the Sponsor Section, may submit a request for Full Affiliation to the Secretary General.

Based on the recommendation of the Secretary General, the IEB will render its decision.

The IEB shall then draft a motion of 'Full Affiliation' for the attention of the delegates for the next IPA World Congress.

If accepted by the delegates, the section will then be granted the status of "National Section".

This Procedure for the Foundation and Affiliation of National Sections was adopted by the IEC during the IPA World Congress in Cyprus and entered into force on 16 October 2015. It replaces any previous directives or decisions on the Foundation and Affiliation of National Sections.

President : Pierre-Martin Moulin

Secretary General : Georgios Katsaropoulos