



Governance Document of the
Forum for Osteopathic Regulation in Europe

Articles of Association

November 2015

ARTICLE 1: NAME

- > The name of this organisation shall be the "Forum for Osteopathic Regulation in Europe".
- > The abbreviation shall be 'FORE' in all languages.

ARTICLE 2: MISSION AND AIMS

2.1 Mission

FORE seeks to enhance the protection of patients in Europe by promoting wider recognition and regulation of osteopaths and high standards of osteopathic treatment.

2.2 Aims

- > Achieving the legal recognition and regulation of osteopathy as an autonomous primary healthcare profession.
- > Ensuring that standards of osteopathic healthcare across Europe are progressively more consistent and of high quality.
- > Promoting greater awareness of osteopathy and how, properly regulated, it can make a significant contribution to improving the health of European citizens.
- > Providing an inclusive and transparent forum to facilitate effective decision-making by FORE members.
- > Cooperating with other organisations sharing the aims of FORE.

ARTICLE 3: MEMBERS

There shall be two classes of member:

3.1 Full Members

- > A competent authority within Europe (Government authorised national organisation) regulating/licensing osteopathy.

- > An organisation within Europe with well developed processes for regulating osteopathy, working towards governmental recognition and the legal establishment of the practice of osteopathy as an autonomous healthcare profession, in line with FORE's Frameworks on standards of osteopathic education, training and practice.
- > An established or emerging national osteopathic organisation within Europe, working towards governmental recognition and the legal establishment of the practice of osteopathy as an autonomous healthcare profession, in line with FORE's Frameworks on standards of osteopathic education, training and practice.

3.2 Associate Members

- > An individual working as an osteopath in countries without an established osteopathic organisation or competent authority, working towards governmental recognition and the legal establishment of the practice of osteopathy as an autonomous healthcare profession, in line with FORE's Frameworks on standards of osteopathic education.
- > An osteopathic organisation working outside of Europe working towards governmental recognition and the legal establishment of the practice of osteopathy as an autonomous healthcare profession, in line with FORE's Frameworks on standards of osteopathic education, training and practice.

ARTICLE 4: FORE MEMBERSHIP

4.1 Applying for membership

All applications for membership shall be written in English and submitted to the FORE Secretariat via an application form, for consideration by the appointed FORE Membership Working Group. The application form will be sent to the headquarters of FORE at least two months before the next General Assembly. The working group must review the applicant's eligibility and make recommendations for membership to FORE.

The working group will give its recommendations to the FORE members in advance of the General Assembly meeting when the application would be considered for approval.

The conditions to be decided by the General Assembly regarding the admission of members shall be based on the applicant's objectives and activities in the field of osteopathic education, training and practice of osteopathy, and its work towards governmental recognition and the legal establishment of the practice of osteopathy as an autonomous healthcare profession, if this has not already been achieved. If the General Assembly agrees with the application, it will become effective at the end of this meeting.

In the event that there is a national association with full FORE membership, any new organisation applying to join FORE from the same country shall imply the establishment of a 'group', which will then become the full FORE member for the country in question. While this process is under way, the sitting organisation shall be the full member.

In case there is a national 'group' with full membership, any new request for membership from an organisation shall imply integration into this group. While this process is under way, the sitting group shall be the full member.

The list of FORE members will be publicly available and posted on the FORE website.

4.2 Membership fees

Full Members shall pay an annual membership fee to FORE, determined by the General Assembly. The membership year is 1 January – 31 December. Fees must be received by 1 March for the current membership year. A member organisation whose dues remain unpaid by 1 June shall lose all rights and privileges.

In case of non-payment of membership fees the Chair will send a registered letter to the member with the invitation to pay the fee immediately. If the fee is not paid within two weeks, the removal of the organisation from FORE's membership will take effect forthwith.

Associate Members pay a nominal fee of €50, with no voting rights.

4.3 Termination of membership

Organisations can terminate their membership by sending a registered letter to the Chair of FORE. The termination will be effective on the date of receipt. The organisation will have no rights to FORE funds.

4.4 Exclusion of members

Exclusion of members will be the decision of the General Assembly of FORE on the recommendation of the FORE Membership Working Group where it is shown that a Full Member/Associate Member has engaged in unlawful activities or other activities which violate FORE's mission and aims or undermine the osteopathic profession.

A member may appeal against a decision of the General Assembly concerning its exclusion to the next General Assembly Meeting. The appeal is to be sent as a registered letter to the Chair of FORE within 30 days after being notified of the exclusion.

ARTICLE 5: GENERAL ASSEMBLY

5.1 Composition of General Assembly

The General Assembly is composed of Full Members. The Associate Members can participate. Only Full Members have voting rights.

5.2 Powers of the General Assembly

The General Assembly refers to FORE as a collective body.

The General Assembly shall have full powers in allowing the aims of FORE to be fulfilled. Its particular competence includes:

- > election of the Chair and Vice-Chair
- > amendment of the Articles of association
- > location and funding of the secretariat
- > appointment and removal of members
- > approval of the accounts and budget
- > determination of the criteria for annual fee payments
- > approval of working groups and standing committees
- > dissolution of FORE.

5.3 Meetings of the General Assembly

The General Assembly shall meet twice a year at an easily accessible location in Europe. Written notice stating the place, day, timing and agenda of the meeting shall be sent via email to members, at least one month in advance. Failure to hold a General Assembly meeting shall not cause a forfeiture or dissolution of FORE.

Papers will be sent at least two weeks in advance.

The presence of 51% of the Full Members at a meeting constitutes a quorum.

Members may be represented by proxy. If a quorum is present, the affirmative vote of a majority of the votes present and voted shall be the act of the member organisations. If no quorum exists, the delegates can conduct business and have the recommended decisions ratified electronically by a quorum of Full Members, if they so choose, at a later date.

Individuals from European and international organisations sharing FORE's Mission and Aims may be permitted to attend meetings of the General Assembly as observers.

5.4 Vote

Each country has one vote. This is designed to encourage national representatives to collaborate on FORE activity.

ARTICLE 6: MEMBERSHIP WORKING GROUP

The General Assembly will appoint a Membership Working Group made up of at least three Full Member representatives, to consider applications and make recommendations for formal agreement by the General Assembly.

The General Assembly shall approve the terms of reference of this Working Group.

ARTICLE 7: AD-HOC WORKING GROUPS

The General Assembly may decide to establish or dismantle any Working Groups. The General Assembly shall approve the terms of reference of these Working Groups.

The Working Groups shall be open to all members wishing to participate in their objectives. Groups will also be open to external representation if deemed appropriate.

Each Working Group will appoint a Chair from amongst its membership. S/he will report to the General Assembly of FORE on the activities of the Group. The FORE Secretariat, on behalf of FORE, will coordinate the activities of the different working groups.

ARTICLE 8: OFFICERS

8.1 Chair

The General Assembly will elect a Chair from its membership by majority vote. The mandate of the Chair will be for two years. The Chair can serve no more than two terms.

The Chair of FORE will preside over all meetings of the General Assembly and will work with the Secretariat to ensure efficient management of the work of FORE.

On request, the Chair can help to moderate over the creation of a national 'group' of organisations in countries with a difference of opinion.

8.1.2 Chair

In the event that a Chair has served two terms and no successor has been identified from among FORE's membership, the current Chair in post is able to stand for another term if they have the majority support of the General Assembly.

8.2 Vice-Chair

A Vice-Chair will also be appointed from the FORE membership by the General Assembly to assist the Chair and preside over meetings of the General Assembly in the Chair's absence.

The Vice-Chair can serve no more than two terms.

8.3 Permanent Secretariat

FORE will establish a permanent Secretariat directed by the General Assembly and the Chair. The Secretariat shall carry out the decisions of FORE and contribute in formulating the policy of FORE under the supervision of the General Assembly.

The Secretariat is responsible for the daily administration and communications activity of FORE. All FORE briefings and media statements will be coordinated by the Secretariat and emailed to members in advance for approval. On successful completion of FORE membership, the Secretariat will provide members with an agreement setting out the rights and responsibilities of FORE membership.

ARTICLE 9: FINANCES

9.1 Accounts and budget

The Secretariat shall submit annually the accounts for the preceding year and the budget for the following year for the approval of the General Assembly. The financial year shall correspond to the calendar year.

9.2 Auditors

The General Assembly may appoint auditors or agree that the audit of the annual account be undertaken by one or more member organisations, providing that they shall not be the host organisation for the permanent Secretariat. The auditors shall be relieved of their task at the end of the General Assembly.

ARTICLE 10: AMENDMENT OF ARTICLES

The Secretariat shall inform FORE members at least one month ahead, of any proposal for amendment of the Articles of Association and make known the date of the General Assembly meeting when a decision on the said proposal will be made.

No decision shall be valid unless it is voted by two thirds of Full Members, either in person, by proxy or by electronic voting.

If Members vote by proxy, no member will be able to hold two proxy votes.

ARTICLE 11: DISSOLUTION OF FORE

If it is decided that FORE will dissolve, a two thirds vote of Full Members either in person, by proxy or by electronic voting is required.

Upon dissolution of FORE, after paying or making provision for the payment of all of the liabilities of FORE, the balance shall be granted to an international association or to a charity in accordance with the majority wishes of the General Assembly.

Further information

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