

LITHUANIAN ASSOCIATION OF OCCUPATIONAL THERAPISTS

CONSTITUTION

GENERAL PART

1.1. Lithuanian association of occupational therapists (hereinafter – the Association) is a public organization that unites Lithuanian citizens working in the field of occupational therapy. Members of Association develop common needs and goals, according to the Constitution and laws of Lithuanian Republic.

1.2. The Association is a public entity of limited liability. The Association has its own balance, seal with the name, settlement and / or foreign currency accounts with banks and liable for its obligations with all its assets. The Association is not be liable for the obligations of its members, and the members of the Association are not liable for the obligations of Association.

1.3. Period of activity of the Association is unlimited.

1.4. Association's goal is not profit-making.

1.5. Operational area - Republic of Lithuania.

1.6. The Association follows the Constitution of the Republic of Lithuania, the Civil Code of the Republic of Lithuania, Law on Associations, other laws, regulations.

1.7. Financial year of the Association is the calendar year.

2. GOALS AND OBJECTIVES OF THE ASSOCIATION

2.1. The main goals of the Association:

2.1.1. To take care of each individual health and quality of life within the framework of occupational therapy practice.

2.1.2. To participate actively in the development of specific, typical occupational therapy preventive measures to avoid disease by reducing morbidity and mortality.

2.1.3. To develop the expertise of the members of the Association in the field of occupational therapy to coordinate the scientific work.

2.2. Objectives of the Association:

2.2.1. To promote the implementation and application of modern occupational therapy standards in Lithuania, to submit proposals for the provision of occupational therapy services, procedures and quality standards;

2.2.2. To encourage the development of occupational therapy education in Lithuania and participation in international research programs;

2.2.3. To submit proposals for the programs of continuing education of occupational therapists;

2.2.4. To organize seminars, conferences, congresses as well as coordinate and support the participation of members in the international programs;

2.2.5. To cooperate with all health care services, to provide them scientific-methodological and practical assistance with the focus on occupation and occupational performance;

2.2.6 To promote the outcomes in science and practice of occupational therapy for health care professionals and society;

2.2.7. To cooperate with the public and the medical trade unions, providing them with the necessary scientific-methodological support according to the goals of Association;

2.2.8.To develop relations with international organizations and foreign countries, to encourage members of the Association to participate in international organizations and programs.

2.3. Association has the right to get and to give support or use it according to the goals of Association and all other Lithuanian Republic Laws of Charity and other regulations for socially useful purposes.

2.4. For fulfilling the goals and objectives the Association have the right for

58.11 Publishing of books,

58.12 Publishing of newspapers,

58.14 Publishing of journals and periodicals,

2.5. Activity which is licensed or enforced by the laws of the Republic of Lithuania, can be conducted by the Association only after obtaining the appropriate permits and licenses.

3. RIGHTS AND RESPONSIBILITIES OF THE ASSOCIATION

3.1. The Association has the right to:

3.1.1. To promote the goals and objectives of the Association in written, oral forms to disseminate information about their activities,

3.1.2. To set up the media in publishing;

3.1.3. According to the law to hold meetings, rallies, pickets, demonstrations, processions, marches and other peaceful mass meetings and events;

3.1.4. To purchase, use, manage and dispose the property for the needs of the activity of the Association;

3.1.5. To hire the staff to carry out the activities provided by the Constitution of the Association ;

3.1.6. Receive funds or other assets from international governmental organizations, non-governmental organizations, foundations, as well as individuals and legal persons;

3.1.7. The set-up (to be a founder) companies registered and operating under the laws of the Republic of Lithuania;

3.1.8. The set-up funds;

3.1.9. Have a bank account;

3.1.10. For goods and services to pay according to the law;

3.1.11. Get support;

3.1.12. Use the funds for the purposes of implementing the goals of Association;

3.1.13. To establish international contacts to join the international public (non-governmental) organizations;

3.1.14. To cease the activity;

3.1.15. To make commitments and contracts with partners.

3.2. The Association carries out accounting provides financial - accounting and statistical information to the authorities and pay taxes according to the law.

4. THE RIGHTS AND RESPONSIBILITIES OF THE MEMBERS OF ASSOCIATION

4.1. Full members of the Association (hereinafter - the members) and honorary members.

4.2. Full members of the Association are entitled to:

4.2.1. To provide suggestions to improve the activity;

4.2.2. To elect and be elected to the Association elected bodies;

4.2.3. To contact with requests and proposals to the Board;

4.2.4. Personally participate in the meetings of the scrutiny of their activities;

4.2.5. Free to withdraw from the Association by notification in writing to the Board;

4.2.6. Get information about the activities of the Association;

4.2.7. To authorize another member to vote for him at a conference or to perform other actions;

4.2.8. An appeal to a court conference, Chairman of the Board and their decisions and resolutions;

4.2.9. Association members shall have equal voting rights in the conference.

4.3. The Association may have honorary members, who are elected by open vote in the Conference by a simple majority of any provision of a full member, in agreement with the Board.

4.4. Association Honorary members do not have the voting rights and can not be elected to the governing bodies. They can be not only from Lithuania but also abroad, for their input in education, research and practice of occupational therapy.

4.5. Members of the Association have the following duties:

4.5.1. To comply with the Constitution of Association;

4.5.2. Actively participate in the activities of the Association;

4.5.3. To pay a membership fee in time;

4.5.4. Attend conferences, extended meetings of the Board by the Board's invitation.

5. THE ADMISSION AND REMOVAL OF THE NEW MEMBERS OF ASSOCIATION

5.1. Full members of the Society (hereinafter - member) may be Lithuanian who have completed their studies and have obtained the professional qualification of occupational therapist.

5.2. Lists of the members of the Association are managed by the Association's secretary.

5.3. Persons wishing to become members of the Association must submit a written request to the Board.

5.4. The Board for the nomination shall decide by simple majority. Upon decision of the Board, newly adopted member within 2 months from the decision of the Board must pay an entrance fee, and then is added to the list of members of the Association.

5.5. Member of the Association may be removed by the board members decision by a simple majority on:

5.5.1. Violations of ethical standards;

5.5.2. Not paying a membership fee for two years;

5.5.3. Not to comply with the Constitution of the Association.

5.6. A member may be withdrawn from the Society, after writing an application to the Board.

5.7. When withdrawn or removed from the members of the Association, annual fees, gifts and other funds placed or property is not returned.

6. THE STRUCTURE AND MANAGEMENT OF THE ASSOCIATION

6.1. The structure of the Association are Conference, the Board and the President.

6.2. The conference is organized by the Board at least every two years. The extraordinary conference can be convened if there is written request of more than half of the members of the Association. The conference convened by registered letter, signature, posting daily "Kaunas day" or telecommunications terminal equipment is provided to all members of the Association not later than 30 days before the start of the conference.

6.3. Conference competence:

6.3.1. Changes the Statute of the Association;

6.3.2. Listens to the President's, the Audit Commission reports and decisions;

6.3.3. Elect and recalled the Audit Commission;

6.3.4. Elect and remove the six members of the Board;

6.3.5. Sets the guidelines of the activity of the Association

6.3.6. Sets and separately approves the entrance fees, membership fees and the rates and payment procedures;

6.3.7. Elects the honorary members by open voting;

6.3.8. Decides on the reorganization (or liquidation) of the Association;

6.3.9. Decides on becoming a part of other legal entities;

6.4. The conference is a legitimate, if it involves more than half of the members of the Society. If a quorum is not present, the statutes in accordance with a repeated event, which can take decisions cancellation conference agenda, no matter how members of the Society together.

6.5. Conference decisions are taken by simple majority, except for 6.3.1 and 6.3.8 provided above, the adoption of which requires at least two thirds of the participating members of the conference.

6.6. Association's governing body is the Board:

6.6.1. Board of Directors of the Association are managed by the President, who is also chairman of the board;

6.6.2. The Board consists of eleven members: President, Vicepresident, Secretary, Finance Manager, and three members elected in the Vilnius, Kaunas, Klaipeda's Societies Conference and four members are elected at the conference of the Association. Board work term - 4 years.

6.7. The Board of the Association:

6.7.1. provides the main goals and objectives of the activity;

6.7.2. Changes the office of the Association;

6.7.3. Admit and expel members of the Association;

6.7.4. Organizes the conference;

6.7.5. Decides on the Association's financial performance and funding of projects;

6.7.6. Proposes to the Conference to make changes in Constitution.

6.7.7. Elects and removes the President.

6.8. The competence of the President of the Association/ Chairman of the Board:

6.8.1. Led activities of the Association, conferences and ensures the execution of resolutions of the Board;

6.8.2. Led the work of the Board, invites the meetings of the Board;

6.8.3. Provide to the Board proposals for the Associations's financial performance and funding of projects;

6.8.4. Represents the Association in Lithuania and abroad, represent the Association in the World Federation of Occupational therapists

6.8.5. Concludes contracts of employment, signs, approves documents of Association, opens and closes bank accounts;

6.8.6. Informs members of Association and the society about the activities of the Association.

6.9. Competence of Vice-president:

6.9.1. Substitutes the President of the Association, when the latter is ill or away;

6.9.2. Executes the functions and tasks assigned by the President.

6.10. Secretary of the Association prepares the Board meetings, minutes of the Board's decisions, keeps lists of members of the Association and informs the members of the Association about the activities

6.11. Financial manager of the Association presents the annual financial report to the conference, submits documents to the Audit commission. Board meetings are held at least three times a year. Members of the Board of the organization of the meeting must be notified about the event at least three working days in advance .

6.12. Meetings may also be called by the third of the Board members.

6.13. Meeting of the Board be valid if attended by at least two-thirds of the board members.

6.14. Decisions are taken by the Board members present at the meeting open voting by a simple majority.

7. THE USE OF FUNDS AND PROPERTY OF ASSOCIATION

7.1. Association's funds and assets comprise:

7.1.1. Membership fees;

7.1.2. Charities and charitable donations (donated) funds and assets of individuals, of non-governmental organizations, international organizations, public donations (donated) funds and assets of credit institutions for the protected interest of the Association;

7.1.3. borrowed capital;

7.1.4. other legally acquired funds and property.

7.2. Association's assets and funds must be used for the purposes of the Constitution and its goals.

7.3. At the Society's activities, the remaining assets and funds, the laws of the claims of all creditors and the Society members of the Society requirements for the assets of the Society up to the member's entrance fee or charge by the Society removal of the Register of Legal Entities transferred to another or other public entities, which sets Conference or the court ruled to liquidate the Society.

8. FINANCIAL OPERATIONS CONTROL PROCEDURES OF THE ASSOCIATION

- 8.1. Association's financial control is executed by the Audit commission at least once a year.
- 8.2. Audit commission of three members is elected by Conference for four years. Audit commission members can not be members of the Board.
- 8.3. Audit commission monitor the financial activities of the Association:
 - 8.3.1. Checks for the Association's annual financial statements and other financial documents;
 - 8.3.2. Carry out any activities of the Association to the Conference, the Board or the President of the Association;
 - 8.3.3. Reports the results of financial inspection in the Conference or meeting of the Board.
- 8.4. Financial manager of the Association must submit the required documents to the.
- 8.5. Audit commission of the Association is responsible for the financial performance of the Association

9. THE ORDER OF PROVIDING THE INFORMATION ABOUT THE ACTIVITIES OF ASSOCIATION

- 9.1. Documentation of the activities of the Association must be approved by the Board.
- 9.2. Reports and announcements to be made public, published the website <http://www.ergoterapija.lt>
- 9.3. Any other information is published on the Association's website <http://www.ergoterapija.lt>

10. THE ORDER ABOUT THE AMENDES IN CONSTITUTION

- 10.1. The Constitution can be amended ylaws may be amended on the procedure only a by the decision of the Conference of the Association, adopted by not less than two thirds of votes from those who participate in the Conference.
- 10.2. Amended Constitution shall take effect on the registration.

Constitution is amended on the fifth of June , two thousand thirteenth, on the Conference of Lithuanian Association of Occopational Therapists.

Giedre Kavaliauskienė

President of Lithuanian Association of Occupational Therapists