



INTERNATIONAL FEDERATION
OF PSORIASIS ASSOCIATIONS

CONSTITUTION OF THE INTERNATIONAL FEDERATION OF PSORIASIS ASSOCIATIONS

1. NAME AND LEGAL DOMICILE

In accordance with the articles set out hereunder, an Association is formed under the name International Federation of Psoriasis Associations (hereinafter known as the Federation or IFPA). The legal permanent domicile of the Federation is located in Stockholm, Sweden.

2. PURPOSE

The purposes for which the Federation is formed are to advance efforts to lessen the suffering of people with psoriasis and to improve methods of treatment and research for finding the ultimate cause and cure of the disease. In order to realize its purposes, the Federation shall:

- Represent the interests of its member associations in international forums such as the World Health Organization, the World Congress of Dermatology and international psoriasis symposia. IFPA shall also in close cooperation with other relevant international organizations organize international conferences, symposia and other events related to psoriasis/psoriatic arthritis, e.g., The World Psoriasis Day.
- Provide advice and consultation on the problems associated with psoriasis to member organizations or other communities and organizations worldwide.
- Provide the basis for closer liaison and the free exchange of information among psoriasis organizations and related organizations worldwide.
- Encourage and assist the establishment of new national organizations of people with psoriasis.
- Contribute to the improvement of the quality of health and social life of people suffering from psoriasis and psoriatic arthritis.
- The Federation shall not supersede or contravene the autonomy of national or other member organizations.
- Promote the rights of people with psoriasis and break the barriers that bar them from fully and effectively participating in society by supporting international treaties on disability, such as the Convention on the Rights of Persons with Disabilities (CRPD) that protect and ensure the full enjoyment of people with the physical, or emotional, impairment that psoriasis causes.

3. MEMBERSHIP

3.1 FULL MEMBERSHIP:

3.1.1 The Federation consists of national psoriasis associations serving people with psoriasis. These national psoriasis associations are hereafter called members. Such associations shall be engaged in work to benefit the needs of their members. National associations' memberships include individuals from the whole country. Independently governed regions of a country may be recommended for membership by

the discretion of the Board of the International Federation of Psoriasis Associations (hereinafter known as the “Board”).

3.1.2 The Board shall receive all applications for membership and shall review and make recommendations to the General Assembly for their approval or rejection. Membership will be granted on an on-going basis. A membership application is approved by a majority of two-thirds percent of the General Assembly members who are voting and the quorum rules in article 5 are fulfilled. If the Board recommends rejection, the applicant association may appeal directly to the General Assembly. Rejection by the General Assembly will result in the applicant association not being able to reapply for membership until two years have elapsed.

3.1.3 Any member who, in the considered view of the Board, contravenes the IFPA Constitution, IFPA Code of Practice on Relationships with the Pharmaceutical Industry or any other published by-law, or engages in any manner that is likely to put IFPA into any disrepute, shall be expelled from IFPA, with loss of all rights and privileges, for such period as shall be recommended by the Board. No membership fees will be refundable on expulsion.

3.1.4 Any member organization that has failed to pay its membership fee within due time may be suspended for such period as shall be determined by the Board. During this suspension the member will have no vote in the General Assembly.

3.2. REGIONAL PSORIASIS ASSOCIATIONS

3.2.1 IFPA seeks active participation by regional psoriasis associations that are organizing national psoriasis associations.

3.2.2 A regional association can be accepted as a nonvoting member of IFPA if it is formally established and able to demonstrate that it pursues objectives in harmony with those of IFPA.

3.2.3 The rules of IFPA membership decisions defined in article 4 are applicable.

3.3: ASSOCIATED MEMBERSHIP

The Federation believes that its purposes are shared by industrial and professional organizations, groups and individuals, and that these purposes can be most effectively supported on a cooperative basis. To facilitate this cooperation, the Federation offers the opportunity for Associate membership based on individual agreements between the Board and the interested party.

4. GENERAL ASSEMBLY

4.1 The General Assembly is the highest decision-making body of the Federation. The General Assembly decides upon the organizational structure of IFPA.

4.2 The General Assembly shall set strategic policy and oversee the general course of affairs in the Federation.

4.3 Though several representatives from a national psoriasis association may attend General Assembly meetings, each member association will nominate one official representative to the General Assembly of the Federation. Only that representative will have the power to vote on matters in the General Assembly, although the other members may attend in a nonvoting capacity. If there is more than one national psoriasis association within a country or economy one representative shall be elected by that country's associations who can exercise the voting right of the country.

4.4 The General Assembly shall have a meeting every third year. Other unofficial meetings may be held as often as the President or one-tenth percent of the IFPA members eligible to vote shall deem desirable. Every matter considered by the General Assembly shall be decided by simple majority of votes. The President shall have a second vote in the cases of equality of votes cast. This does not apply to elections of officers of the Federation, where a decision shall be made by secret ballot. Voting may be by proxy when a member is absent.

4.5 The General Assembly will appoint a Board composed of five board members and two substitutes (article 7 of the Constitution). The President and Vice President will come from different countries.

4.5.1 The General Assembly will elect five board members from IFPA member associations for a term of office of three years. The normal term of office shall be three years and shall start after the elections on the day of the official General Assembly meeting.

4.5.2 The General Assembly will elect two Substitutes from IFPA member associations to fill vacancies on the Board if they occur. The Substitutes will be elected as Substitute One and Substitute Two. If a position on the Board becomes available because a board member is unable or unavailable to continue in office, Substitute One will fill the position. If a second position on the IFPA Board is vacated, Substitute Two will fill the vacancy. Substitutes will serve for a three-year term.

4.6 In consultation with IFPA Full Members, the Board will decide the date and place of meetings of the IFPA General Assembly. The Secretary, in consultation with the President, will prepare a provisional agenda, for each meeting of the IFPA General Assembly, taking into account any proposals made by IFPA member associations and its committees and working groups. Such proposals should be sent to the Secretary at least six weeks before the meeting at which the topic is to be discussed. The Secretary will, where possible, send the provisional agenda and meeting documents to the delegates of the General Assembly at least one month before the date of the meeting. The Secretary will circulate draft minutes of the official meetings of IFPA General Assembly meetings to delegates of the General Assembly within three months following the meeting. Comments on the draft minutes will be returned to the Secretary within two months after circulation of the draft minutes. The minutes will be confirmed at the next meeting of the General Assembly.

4.7 The following items shall be considered and decided upon at every meeting of the General Assembly:

- a) Confirmation that due and proper notice of the meeting has been given;
- b) Confirmation of the agenda;
- c) Identification of delegates entitled to vote;
- d) Election of: Chairman, Secretary and two-minute checkers and counters of the vote;
- e) Receive and vote upon the Periodic Report of the Board;
- f) Receive and vote upon the Financial Report and the statement of accounts for the same period;
- g) Consideration of the attached Auditors report;
- h) Consideration and vote upon the recommendations of the Board;
- i) Election of President, Vice President, Secretary, Treasurer, Member at Large and two Substitutes for a three-year term;
- j) Election of Auditor and supplement Auditor for the period intervening until the next ordinary council meeting.
- k) Establishment of such working groups that may be deemed necessary from time to time with power to co-opt individual;
- l) Decision about the membership fee for the period until the next General Assembly meeting.

4.8 A national member association who is an Authorized Representative is selected as Chair may appoint another individual as its Authorized Representative to the General Assembly.

4.9 The quorum for a meeting of the General Assembly is the nearest whole number above one-third of the fully paid-up.

4.10 IFPA will reach decisions by a process of consensus. Unless otherwise specified, voting when required in the General Assembly will be conducted on the basis of this article.

4.11 On matters related to membership and election of officers, ballots will be confidential and remain confidential by those who tally the votes.

4.12 Decisions concerning membership in IFPA can also be taken by postal vote. A period of one month from the date of posting will be allowed for return of votes.

5. EXTRAORDINARY MEETING OF THE GENERAL ASSEMBLY

5.1 Extraordinary meetings of the General Assembly shall be convened upon the recommendation of the Board. The Board shall be bound to make such a recommendation if an extraordinary meeting is demanded by one-third of the member associations. The Board will advise all member associations of the demand and their recommendation and will take a postal vote, to be returned with 60 days, on the basis one vote per nation. In the event of one-third of national votes being in favor of an extraordinary meeting, such a meeting shall be convened.

5.2 General Assembly members must be notified by a written notice of an Extraordinary General Assembly meeting at least 30 days in advance of the meeting date. The invitation shall include the time and place of the meeting and will be followed by a proposed agenda, required documents, and, if appropriate, a statement of accounts. If so agreed to by the majority of the responders, the Extraordinary meeting can be replaced by postal voting. Postal vote shall be understood to include a facsimile or e-mail.

6. ELECTION PROCEDURES:

6.1 All official member associations of IFPA can nominate individuals for positions on the Board. The IFPA Secretariat will notify associations six months in advance of an official IFPA meeting that nominations are being sought. Nominations must be submitted to the Board within two months of the notification. IFPA member associations will be notified of the names of those nominated six weeks prior to the official IFPA meeting

6.2 Each member of the Board shall be elected by secret ballot univocally by the General Assembly.

7. THE BOARD

7.1 In furtherance of the objectives of the Federation, the Board shall implement policies and management between official General Assembly meetings.

7.2 The Board has a President, a Vice President, a Secretary, a Treasurer and one member at large elected by the General Assembly. Two substitutes will also be elected to fill vacancies if they occur.

7.3 The Board represented by its President shall have the overall responsibility for ensuring the well-functioning of IFPA and compliance by the organization. The Board is assisted in its work by the IFPA Secretariat, headed by an Executive Director.

7.4 The Board may draw up and decides on one or more sets of bylaws, delegation principles and other rules and regulations, which may not be in conflict with the legal provisions and the Articles of the Constitution. New or revised documents should retrospectively be examined by the subsequent General Assembly.

7.5 It is the responsibility of the Board to decide about informal meetings or conferences IFPA shall host or be engaged in.

7.6 The Board shall have the authority to enter into agreements to purchase, dispose of or encumber registered property, or to enter into agreements by which the Association commits itself as guarantor or joint and several debtors, warrants performance by a third party or undertakes to provide security for a debt of a third party; the authority of the Board to enter such agreements is limited to a maximum value agreed, in advance, by the General Assembly.

7.7 The Board shall have the power to authorize the President or other Board members to represent the Federation at law and otherwise.

8. PUBLICATIONS

The Federation may, under the responsibility of the Board, publish periodicals, books, special reports or other written materials as and when it thinks appropriate.

9. FINANCIAL YEAR, ACCOUNTS AND BUDGET

9.1 The financial year of the Federation shall be January 1 to December 31.

9.2 The Board shall render to the General Assembly an account of affairs during the preceding financial years.

9.3 On proposal of the Treasurer, the Board will decide on the budget for the next financial year.

9.4 An independent registered accountant, proposed by the Board, and accepted by the General Assembly, shall for this purpose draw up a financial report containing all income and expenditures in the financial years concerned. This financial report shall be submitted to the General Assembly for approval.

9.5 Approval of the financial report by the General Assembly shall discharge the Board from liability in respect of their conduct of affairs, during the financial years concerned.

10. WINDING UP AND LIQUIDATION OF THE FEDERATION

10.1 The Federation may only be dissolved by two successive General Assembly meetings, of which one shall be an extraordinary meeting. A resolution to dissolve the IFPA must be passed by a two-thirds majority of all members on both occasions.

10.2 In the event of dissolution of the Federation, its assets shall be used to support psoriasis research or other projects as shall be decided upon by the first General Assembly meeting at which the resolution to dissolve the Federation is passed. The Board shall carry out liquidation. The Federation shall continue to exist after being wound up if and in so far as this is necessary for the settlement of affairs. During the liquidation, the provisions of the Articles shall remain in force as far as possible and necessary.

11. ALTERATION OF THE CONSTITUTION

Alteration of this constitution can only be made through a General Assembly meeting decided by a two-thirds majority of votes.

Includes decisions taken at the General Assembly meeting on October 6, 1984

Includes decisions taken at the General Assembly meeting on October 10, 1987

Includes decisions taken at the General Assembly meeting on September 23, 1995

Includes decisions taken at the General Assembly meeting on June 9, 2001

Includes decisions taken at the General Assembly meeting on September 19, 2004

Includes decisions taken at the General Assembly meeting on September 30, 2007

Includes decisions taken at the General Assembly meeting on July 5, 2010

Includes decisions taken at the General Assembly meeting on June 15, 2013

Includes decisions taken at the Extraordinary General Assembly meeting on July 12, 2015

Appendix 1

IFPA's membership fee is based on each association's membership size.
The dues structure is as follows:

Up to 100 members USD 25.00 (minimum fee)

101-250 USD 50.00

251-500 USD 100.00

501-999 USD 200.00

1,000-4,999 USD 300.00

5,000-9,999 USD 500.00

10,000-14,999 USD 700.00

15,000-19,999 USD 1,000.00

20,000-24,999 USD 1,200.00

25,000-29,999 USD 1,400.00

30,000-34,999 USD 1,600.00

35,000-39,999 USD 2,000.00

More than 40,000 USD 2,500.00 (maximum fee)