

# **THE CHARTER OF ASIA PACIFIC ROUNDTABLE FOR SUSTAINABLE CONSUMPTION AND PRODUCTION**

## **ARTICLE I: NAME**

This Organization representing organizations and individuals involved in the development & promotion of sustainable consumption and production in their respective nations shall be called the Asia Pacific Roundtable for Sustainable Consumption and Production (Hereinafter referred to as APRSCP).

## **ARTICLE II: ESTABLISHMENT AND ORGNIZATION**

The APRSCP shall be incorporated as an international, autonomous, non governmental, non profit, non discriminatory organization.

## **ARTICLE III: VISION AND MISSION**

i) Vision is to become a sustainable regional network and partnership, to enable Asia Pacific to be a dynamic and a prosperous region, with its countries committed to and practicing the principles of Sustainable Consumption and Production.

ii) Mission is to provide leadership and support that will enhance information flow and human resources development, and will strengthen public/private partnerships to stimulate the promotion and implementation of sustainable consumption and production strategies and technologies in the region.

iii) The APRSCP encourages the participation of all individuals and organizations located in any country in the Asia Pacific, and regional and international organizations in APRSCP activities.

## **ARTICLE IV: OBJECTIVE**

The main objective of APRSCP is

To promote Sustainable Development in the region through promotion and facilitation of Sustainable Consumption and Production in each country and the region in the Asia Pacific.

## **ARTICLE V: ORGANIZATION**

The APRSCP shall be organized and shall function as follows:

i) Comprise stakeholders involved in promotion of sustainable consumption and production who are available to assist in the achieving the objectives of the organization.

ii) Membership: Members shall be organizations and individuals involved in promotion of sustainable consumption and production in countries in the Asia Pacific Region. Each APRSCP membership of an organization shall designate one individual as its representative

iii) Board of Trustees: The board shall have no more than seventeen members elected from the APRSCP membership, in accordance with Article IX.

iv) Secretariat: An Administrator and support personnel shall staff the secretariat.

v) Registration: For the purpose of formal and legal requirements for financial and banking matters, the APRSCP is registered as a non profit international organization.

vi) Council of Country Representatives: Council of Country representatives will include maximum of 2 members from each country in the region. These representatives are eligible to be elected to the board of trustees after serving 3 years in the council

## **ARTICLE VI: MEMBERSHIP**

1. Basic authority of the APRSCP shall be vested in the membership. Each member who has paid membership fees is eligible to be elected to the board. Executive direction shall be entrusted to the Board of Trustees according to the Charter and the Code of Conduct.

2. Each organization member shall designate one representative for voting purposes.

3 Any Organization seeking membership of APRSCP shall submit approval of their Board of Directors to the APRSCP Charter by way of a board resolution

4. The members from any one country shall not exceed 30% of the total eligible voting membership.

5. The powers of the membership include:

(i) Electing the board of Trustees during the regional roundtables

(ii) Proposing or otherwise acting on amendments to the charter, as stated in Article XVI?

(iii) Dissolving APRSCP in accordance with Article XIV

6. At least 20% of the total membership or 34 members which ever is lower shall constitute a quorum for voting purposes. In lieu of the membership or other meetings, APRSCP business may be conducted by mail or electronically.

7. For the purposes of electing the Board of Trustees, the following procedures shall be followed.

(i) The Board of Trustees shall have no more than seventeen members.

(ii) No more than two directors shall be from the same country.

8. Any Member may withdraw from the Organization by written notice to the Secretary General. Such notice shall be made at least 2 months in advance.

**Article VII: CODE OF CONDUCT:**

1. APRSCP membership will be governed by a Code of Conduct. The code of conduct will provide directions & guidelines to the board of trustees and all the membership on the conducting of APRSCP activities.

2. In any issue or conflict the charter of APRSCP will be the main guidance document for decision making. The code of conduct will be the operational guide of APRSCP.

**ARTICLE VIII: REVOCATION OF MEMBERSHIP**

If upon determination of the board of trustees, an organization or individual is deemed to have failed to fulfill its membership qualifications and obligations or contravened the code of conduct as stated in Article V, its membership shall be subject to review for non renewal.

**ARTICLE IX BOARD OF TRUSTEES**

1) Only members who are citizens, permanently residing or employed in Asia Pacific region are eligible to be a member of the Board of Trustees.

2) Board members must be eligible voting members.

3) The Board of Trustees is responsible for managing and operating the APRSCP pursuant to decisions and policies adopted by the membership.

4) The Board of Trustees may draw up bylaws.

5) The Board of Trustees may elect among itself an executive committee.

6) The Board of Trustees may appoint other committees among APRSCP members to undertake activities of the organization. The committees shall have no powers other than those derived from the board.

7) The Board of Trustees shall meet at such times as necessary.

8) The board of trustees may decide by majority to enter into partnerships through memorandum of understanding (MOU) with other organizations to further facilitate the objectives of the APRSCP.

**ARTICLE X: BOARD OF ADVISORS**

- 1) The Board of Advisors shall consist not more than 10 who are committed to Sustainable Consumption and Production.
- 2) Each member has a term of 3 years and term may be renewed another term by the consent of majority of the Board of Trustees
- 3) The Board of Advisors will have no voting rights.

#### **Article XI: COUNCIL OF COUNTRY REPRESENTATIVES**

- 1) Maximum of two nominated members from each country of Asia pacific region will be nominated to the council by the board of trustees.
- 2) The term of a council member will be 3 years but may be extended another term by the consent of majority of the Board of trustees
- 3) Council members may be coopted by Board of trustees temporarily for specific purposes during meetings and discussions. Coopted council members will not have voting rights during decision making by BOT.
- 4) Council members may be included in sub committees appointed by the board of trustees for specific activities
- 5) To be eligible to become a board of trustee a member has to serve in the council of APRSCP for at least 3 years.

#### **ARTICLE XII: EXECUTIVE COMMITTEE**

- 1) The Executive Committee of the APRSCP shall consist of the president, vice president, treasurer, immediate past president and the executive secretary. They should be current members of the board of trustees.
- 2) The Trustees elected as executive committee members shall serve the duration between a minimum of Two designated membership meetings.

#### **ARTICLE XIII: SECRETARIAT**

- 1) An Administrator will be selected by the board of trustees in consultation with financing partners who will be designated appropriately by the Board of Trustees.
- 2) The Board of Trustees shall define the authority of the Administrator and the scope of work. He/She shall perform all relevant duties assigned by the president / Executive Secretary. The Administrator 's roles and responsibilities to be listed in the Code of Conduct
- 3) Each Member and Country should respect the international character of the responsibilities of the Administrator and his/her staff and shall not influence them in the discharge of their responsibilities.

#### **ARTICLE XIV FINANCES**

1. The board of trustees and the treasurer will be responsible for managing all the finances of APRSCP according to the guidelines given in code of conduct
2. Accounts shall be maintained according to accepted norms, regularly audited and report shall be made available at the designated membership meetings.

#### **ARTICLE XV: INTELLECTUAL PROPERTY RIGHTS**

The executive secretary or any member of the board may propose, for approval by the board of directors, appropriate actions for protecting intellectual property rights.

#### **ARTICLE XVI: AMENDMENTS TO THE CHARTER**

1. The members of council of country representatives can make recommendations for any changes to the charter in writing to the Board of Trustees.
2. No change shall be made in the charter except by a simple majority vote of board of trustees
3. Amendments shall enter into force based on a timetable established by the Board of Trustees but no later than 60 days after adoption.

#### **ARTICLE XVII: DISSOLUTION AND LIQUIDATION**

1. The Proposal for the Dissolution of APRSCP shall be supported the Board of Trustees
2. Votes by correspondence shall be accepted and recognized as valid at a Meeting of the Organization dealing with the dissolution of the APRSCP.
3. An affirmative vote of at least two thirds of the total number of members shall be required for the dissolution of APRSCP.
4. In the event of the dissolution of APRSCP, the Board of Trustees shall determine the manner of disposal of funds, properties owned by the Organization.

#### **ARTICLE XIII: FINAL PROVISIONS**

1. The charter shall enter into force upon garnering the signatures of the representatives of at least ten members of the board of trustees including the president.
2. The charter will come into effect within 30 days signing by the President of APRSCP.