

1.0 NAME OF GROUP

National Oral Health Promotion Group.



2.0 MISSION STATEMENT

The National Oral Health Promotion Group is a forum for professionals interested in the promotion of oral health. The aim of the Group is to encourage the continual development of oral health promotion. The Group provides support to those working in the field of oral health promotion.



2.1 PURPOSE

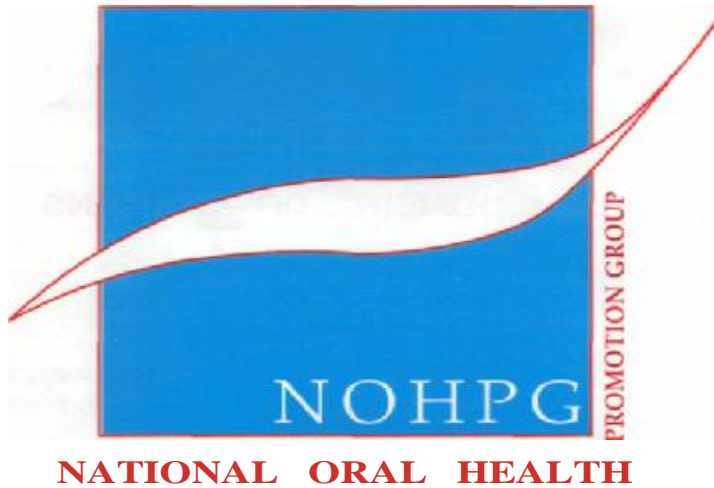
The purpose of the National Oral Health Promotion Group is to:

- a) Promote the exchange of ideas and interventions amongst those involved in oral health promotion.
 - b) Encourage the introduction and assessment/evaluation of oral health promotion.
 - c) Provide information on current research on oral health.
 - d) Encourage members to undertake professional development and continuing education in oral health and related areas.
 - e) Promote communication between agencies active in the field of oral health promotion.
 - f) Promote the establishment of a career structure and salary scale for those involved in oral health promotion.
 - g) Collaborate with related professional groups involved in oral health promotion.
-



3.0 MEMBERSHIP

- 3.0 Membership shall be available, on payment of the subscription to anyone involved in oral health promotion.
 - 3.1 The Committee reserves the right to refuse any application for membership.
 - 3.2 The Committee reserves the right to exclude any member whose conduct is considered to be detrimental to the Group.
-



4.0 SUBSCRIPTIONS

- 4.1 The annual subscription shall be agreed by the members present at the AGM and decided by ordinary resolution and is due on January 31st of each year.
- 4.2 In the event of the group ceasing to exist all its assets shall be transferred to appropriate charities.



5.0 COMMITTEE

- 5.1 The Committee shall consist of 10 elected members all of whom should have some current practical or professional involvement in oral health promotion.
- 5.2 The membership shall elect a Chair, Treasurer and Secretary by ordinary resolution at the AGM. Nominees should normally have served on the committee for a minimum of one year. Nominations for these Officers must be seconded and received by the Hon. Secretary not less than 14 days before the day appointed for the AGM. The nominees' consent having first been obtained. The term of office should be for two years.
- 5.3 The function of the Committee shall be to manage the affairs of the Group and to carry out the wishes of the members as expressed by resolution at general meetings of the Group.
- 5.4 The Committee will carry out the Group's business in accordance with the agreed policies, procedures and protocols as detailed in the Committee's and Group's Policies, Procedures and Protocols Handbook.

- 5.5 Any amendments or additions to the Committee's policies, procedures and protocols will be agreed by the Committee by ordinary resolution and notified to the members at the AGM.
- 5.6 The Committee shall meet no less than twice a year.
- 5.7 A quorum for a Committee meeting shall be 5, to include one of the officers.
- 5.8 Committee members who are absent for 3 consecutive Committee meetings without the consent of the Committee will be considered to have resigned from the Committee.
- 5.9 The Committee has the responsibility to review the role of any Committee member, who in their opinion, is not helping to execute the objectives of the Group.
- 5.10 At all Committee meetings a resolution put to the vote shall be decided on a show of hands. In the case of an equality of votes the Chair shall have the deciding vote.
- 5.11 The Committee shall have the power to co-opt not more than three additional members who shall not have the power to vote and cannot serve for more than one year consecutively without being co-opted again.
- 5.12 The Committee shall have the power to appoint subcommittees or working groups as and when necessary. These shall consist of not less than three Committee members. The sole power of these sub-committees or working groups is to report back to the Committee.
- 5.13 If a vacancy occurs on the Committee, the Committee is empowered to fill the vacancy until the next AGM.



6.0 ELECTIONS

- 6.1 The Committee shall be elected by secret postal ballot from subscribing members of the Group at the AGM.
- 6.2 The term of office for Committee members shall be for two years in any defined role. Committee members may be eligible for re-election to the committee for one additional term of office. Committee members should serve for no more than two terms of office consecutively.
- 6.3 Nominations for the Committee must be proposed and seconded in writing and received by the Hon. Secretary not less than 30 days before the day appointed for the AGM, the nominees' consent having first been obtained.



7.0 THE ANNUAL GENERAL MEETING

- 7.1 The AGM shall be held in each calendar year. No meeting shall be less than 9 months since and more than 15 months after the previous AGM.
- 7.2 Notice shall be given to members not less than 28 days prior to such a meeting. Any items to be included in the agenda of the AGM must be received by the Hon. Secretary at least 14 days before the day appointed for such a meeting. The time of the meeting cannot be changed after the membership has been informed. of office consecutively.
- 7.3 Items raised under Any Other Business cannot be considered as resolutions.
- 7.4 A quorum for an AGM shall be 30 members or 20% of the membership whichever is the greater and to include a Committee quorum.



8.0 EXTRAORDINARY GENERAL MEETING

- 8.1 The Committee may call an Extraordinary General Meeting by giving 14 days notice to all members.
- 8.2 Any 10 members by signing an application stating the reasons thereof shall be entitled to require the Committee to call an Extraordinary General Meeting.
- 8.3 No other business shall be discussed at an extraordinary General Meeting other than that for which the meeting has been convened.
- 8.4 A quorum for an Extraordinary General Meeting shall be 20 members or 15% of the membership whichever is the greater, and to include a Committee quorum.



9.0 RESOLUTIONS

- 9.1 Ordinary resolutions shall be passed by a simple majority of those members present and voting at the meeting.
- 9.2 Extraordinary resolutions shall be passed by a majority of not less than two thirds of the members present and voting at the meeting.



10.0 ACCOUNTS AND AUDIT

- 10.1 The accounts of the Group shall be externally audited annually and presented at the Annual General Meeting. The auditors shall be approved for the following year by the members present at the AGM.



11.0 AMMENDMENTS OR ADDITIONS

- 11.1 The constitution shall be amended at an AGM or an Extraordinary General Meeting.
- 11.1 A two-third majority of those present and voting by a show of hands is required to affect an amendment or addition to the constitution.



12.0 INTERPRETATION

- 12.1 In the event of a dispute as to the interpretation of any part of the constitution, the decision of the Committee is final.



13.0 PATRON

- 13.1 The NOHPG will have the right to propose an individual to hold the post of Patron.
- 13.2 The role of the Patron will be purely honorary and as such that a person would have no rights other than those offered by the Group.
- 13.3 The nominations for Patron will be decided by ordinary resolution by members at the AGM.
- 13.4 The membership can decide to have no Patron at the time of the resolution if the nominated individuals are deemed not suitable
- 13.5 The Patron's term of office will be three years.

