

INTERNATIONAL POLICE ASSOCIATION (IPA)

Directive for the Foundation and Affiliation of National Sections

This Directive is primarily designed to assist those persons involved in establishing a new IPA National Section, either as a Founding member of that new Section or when acting as a Sponsor Section.

1. PRINCIPLE

1. The basis for this Directive is Article 4 and Article 20 of the International Statutes.
2. In accordance with Article 4, of the International Statutes the founding of a new National Section can take place in any state which is a sovereign state, according to existing international law, and where it is possible to execute unrestricted realisation of the principles set out in Section A of the International Statutes of the International Police Association.
3. Characteristics of sovereignty could include:-
 - (a) membership of the United Nations or recognition by the United Nations.
 - (b) full membership of international or supranational communities such as: Council of Europe, European Community (EC), Organisation of American States (OAS), African Union (AU), Association of South East Asian Nations (ASEAN), etc.

2. FOUNDATION PROCEDURE

1. A new Section can only be founded by serving or retired police officers of the country concerned and who are already Foreign Associate Members of other Sections.
2. To establish a Section it is necessary to have a minimum of fifty Foreign Associate Members who freely elect a Founding Committee which shall comprise of at least a President, Secretary General and Treasurer.
3. Prior to a Founding Meeting being organised, the PEB shall satisfy itself that conditions for future progress within the country concerned are acceptable, in particular that the conditions contained in International Statute, Article 2, can be adhered to.
4. The International Secretary General (ISG) must be informed of the intended foundation of a Section in sufficient time for arrangements to be made to allow observers, on behalf of the Permanent Executive Bureau (PEB), to attend the Founding meeting. The duty to provide such

information to the ISG is also incumbent upon Sections (their Regions, Branches or individual members) who provide support. 'Sufficient time' shall be as designated by the PEB; therefore it is important to liaise with the ISG prior to a meeting date being fixed.

5. At the Founding meeting the newly elected Founding Committee shall sign a declaration, on behalf of their members, stating their commitment to the principles set out in the Universal Declaration of Human Rights as adopted by the United Nations in 1948 and that they recognise that any form of torture is absolutely inconsistent with these principles. The Declaration document will be provided by the International Administration Centre.
6. Following the Founding meeting, the newly founded organisation will be referred to as "FOUNDING COMMITTEE OF THE IPA SECTION", until such time as it is recognised by the PEB and granted 'Section in Foundation' status.
7. Section in Foundation status shall only be conferred after the draft Constitution and any Rules have been submitted to the PEB for examination by the International Internal Commission (IIC) and any subsequent and necessary amendments have been carried out.
8. Should external circumstances prevent a Founding Section from carrying out its statutory activities, in particular when national legislation stands in the way of the implementation of the fundamental principles set out in Part A of the International Statute; the PEB may withdraw the Section in Foundation status.

3. SPONSOR SECTION

1. A Sponsor Section may only be appointed by the PEB.
2. The Founding members may request or nominate an Affiliated Section, with that national Section's consent, to act as a Sponsor Section.
3. If a specific Sponsor Section is not nominated by the Founding Members, the PEB may appoint a Section, with that Section's consent, to assist the Founding Committee.
4. The role of the Sponsor Section is to provide guidance, support and administrative assistance to the Founding Section. To ensure stability and growth, this role should extend beyond Affiliation.
5. The Sponsor Section may nominate a Region, Branch or individual, with their consent, to fulfil the role on their behalf.
6. The Sponsor Section will be responsible for the issue of membership cards and annual stamps to the Foreign Associate Members of the Founding Section until such time as Affiliation is attained.

7. Following 'Section in Foundation' status being granted by the PEB, the Sponsor Section may issue membership cards to the Foreign Associate members of the Founding Section, bearing the Founding Section's own ISO code and membership number, beginning at number 1. This will prevent the need to issue new membership cards following Affiliation.
8. The Sponsor Section will keep the PEB advised of developments within the Founding Section by the submission of regular written reports. The PEB will make these reports available to the IPA World Congress or International Executive Council (IPA WC or IEC) when Affiliation is proposed.
9. It is imperative that the Sponsor Section maintains realistic membership fees throughout the Founding process to Affiliation. When setting a realistic membership fee, account may be taken of existing police salaries in the Founding Section and be set at an amount likely to be charged after Affiliation.

4. RECOGNITION BY THE PEB

1. A report on the founding meeting in one of the IPA's official working languages of English, French, German, or Spanish must be sent to the International Secretary General as soon as practicable after the Founding meeting by the Sponsor Section. If a representative of the PEB is present at the Founding meeting, this initial report will be submitted by that representative.
2. This report shall include the following information and documentation;
 - a) copy of the minutes of the Founding meeting,
 - b) names, addresses and telephone numbers of the elected Founding committee members,
 - c) list of current members and Sections they are attached to,
 - d) list of members attending the Founding meeting,
 - e) a declaration of conformity with the requirements of the Directive for the Foundation and Affiliation of Sections and Article 2 of the International Statute,
 - f) a declaration of their commitment to the principles set out in the Universal Declaration of Human Rights,
 - g) copy of the draft Constitution, Rules and possible other regulations.

These documents must be in the official language or languages of the country with a translation into the French, English, German or Spanish language.

3. After examination of the documents, the PEB will decide if the conditions for recognition of the new Section have been met. If they are, the PEB will grant the Founding Committee the right to call itself "THE SECTION IN FOUNDATION....." (pending affiliation).

4. The PEB will inform, without delay, all National Sections of its decision and publish the names and addresses and composition of the Section in Foundation. From the moment of recognition, the new Section in Foundation will receive all international information and is authorised to send ONE OBSERVER to IPA World Congresses and/or IEC Conferences at the expense of the International Treasury.
5. Should a Founding Section become unable or unwilling to fulfil its obligations or make the necessary progress required for Affiliation, the PEB may withdraw Section in Foundation status.

5. INFORMATION MATERIAL

1. The International Administration Centre will supply information material for Founding Sections, to include; the International Statutes, the International Rules, and the Directive for the Foundation and Affiliation of National Sections.
2. The Sponsor Section may also provide material such as advertising posters, membership application forms and other essential documentation.

6. AFFILIATION

1. Applications for Affiliation can only be proposed to the IPA WC or IEC by the PEB. The proposal should be considered by the PEB at the latest two years after Section in Foundation status has been granted.
2. If a Section in Foundation is due for consideration in accordance with the above paragraph 6.1, but the Sponsor Section are of the opinion that Affiliation should be deferred, a report expressing this view and the reasons for a deferment shall be submitted to the PEB.
3. In considering their recommendation to the IPA WC or IEC, the PEB shall take into account such matters as availability of IPA membership throughout the new Section, (which may be evidenced by the formation of Regional Committees), national administration system, total membership, etc., and shall rely on updating reports from the Sponsor Section.
4. Recommendations by the PEB for Affiliation shall be in compliance with International Rule 10.
5. Having considered the proposals of the PEB, the IPA WC or IEC will grant or defer Affiliation. Any deferment may not exceed two years after which the IPA WC or IEC must again consider Affiliation. However, there shall be no limit to the number of times Affiliation may be deferred.
6. Following Affiliation of the Section, annual payment of the International Levy for the new Section will begin from 1 January of the following year AND Foreign Associate Membership will cease.

7. AMALGAMATION OR SEPARATION OF SECTIONS

1. Two or more IPA Sections cannot be permitted in a single country.
2. Matters involving the separation or amalgamation of countries shall be decided by the PEB.
3. In all cases the confirmation of the IEC shall be sought at its next meeting.

8. DATE OF ENTRY INTO FORCE

This Directive was adopted by the 16th IPA World Congress at its meeting on 11 May 2000, in Bournemouth, Great Britain.

Amended at the 17th IPA World Congress, 15 May 2003, Norway.

Amended at the 18th IPA World Congress, 22 September 2006, Slovenia.