

Bylaws of the Chinese Veterinary Medical Association

Chapter I General Provisions

Article 1

The name of this association shall be the Chinese Veterinary Medical Association (CVMA), hereinafter referred to as the “Association”.

Article 2

The Association is a national, not-for-profit nongovernmental organization, consisting of veterinary practitioners and veterinary related institutions on a voluntary basis.

Article 3

The Association shall abide by the Constitution, laws, regulations and policies of the People’s Republic of China as well as social ethics. For the purpose of promoting a sound development of veterinary service in all aspects, the Association shall assume such a role to guide, serve, coordinate, defend rights and interests, and exercise self-discipline of the veterinary profession; unite and organize veterinarians in the country, and improve their professional competence, medical treatment capability and service quality; safeguard the legitimate rights and interests of its members; integrate resources, standardize conduct and undertake activities in the veterinary industry.

Article 4

The Association shall accept guidance, supervision and management from the Ministry of Agriculture and from its registry, the Ministry of Civil Affairs of People’s Republic of China.

Article 5

Address of the Association is as follows:

Room 505, Block B,
Zhongding Building,
A18, Beisanhuanxi Road,
Beijing 100098,
People’s Republic of China

Chapter II

Functions

Article 6

It shall be the function of the Association to:

- a. Coordinate internal and external relationships of the profession, support veterinary practice in accordance with the law and safeguard the legitimate rights and interests of practicing veterinarians;
- b. Exercise self-discipline in the profession, improve development of professional ethics, and normalize conduct of practice;
- c. Undertake the following activities, subject to approval by relevant government departments:
 - i. Study the latest development and trends of veterinary practice and allied industries at home and abroad; provide advice and suggestions for its members; conduct research and establish criteria for veterinarians; create a personal assessment system; examine and certify practicing veterinarians; supervise their practice; explore new modes, means and ways for their management; and create continuing education programs to support the medical capability of veterinarians;
 - ii. Take part in formulation, amendment, publicity and implementation of laws, regulations and standards for the industry;
 - iii. Establish the norms of animal welfare, veterinary apparatus and instruments, animal insurance and animal identification to standardize and promote animal health service and welfare in the country;
 - iv. Establish the quality assessment and certification criteria for veterinary educational institutions to promote healthy development of veterinary education;
 - v. Provide recognition for veterinarians and the outstanding staff members of the Association; and
 - vi. Provide animal clinics with guidance on standardization.
- d. Cooperate with international organizations to develop technical information exchange at home and abroad, provide members with a platform of technical exchange to improve their medical capability and promote the development of veterinary practice;
- e. Make arrangements for activities in veterinary continuing education to improve their medical skills and knowledge;
- f. Popularize veterinary knowledge, spread scientific thoughts and methodologies, extend advanced veterinary skills, publish journals, software, audio and video products on veterinary medicine, and set up websites for creating a comprehensive information exchange and service platform for veterinary profession;
- g. Keep abreast of the status quo, requirements and desires of veterinarians as well as

- the key issues confronted by the profession, provide counsel accordingly;
- h. Promote scientific and technical progress in the field of veterinary medicine, popularize new technologies and achievements to enhance adoption within the profession; and
 - i. Undertake tasks entrusted by its competent department, and address matters related to the purposes of the Association.

Chapter III Membership

Article 7

The Association shall consist of Individual and Corporate Members.

Article 8

To be eligible to apply for a membership of the Association, an applicant shall:

- a. Support the Bylaws of the Association;
- b. Have a desire to join the Association;
- c. Have certain influence in the professional (industrial and academic) areas within the scope of the Association;
- d. For Individual Membership: an individual who recognizes and abides by the Bylaws of the Association with a certificate for practicing veterinary medicine, or a veterinary practitioner with a certificate of senior technical title who is engaged in animal disease control, drug inspection, diagnosis and treatment, research and education in a public institution or an enterprise may apply for Individual Membership; and
- e. For Corporate Membership: a group who recognizes and abides by the Bylaws of the Association, is of certain influence within the industry, and is engaged in management, production, operation, research, education, publicity or service of veterinary medicine or allied industries in a public institution, an enterprise as legal person or a relevant nongovernmental organization may apply for Corporate Membership.

Article 9

The procedure for becoming a member of the Association:

- a. Submit an application for membership;
- b. Application approval subject to discussion of the Council; and
- c. Issue a membership certificate by the Council or an agency authorized by the Council.

Article 10

It shall be the right of a member to:

- a. Elect, be elected and vote in the Association;

- b. Participate in activities that are arranged or sponsored by the Association;
- c. Make use of services that are offered by the Association;
- d. Provide constructive criticism and supervise work of the Association;
- e. Enjoy the freedom to join or withdraw from the Association; and
- f. Obtain relevant information/data that is provided by the Association.

Article 11

It is the obligation of a member to:

- a. Implement resolutions that are made by the Association;
- b. Safeguard the legitimate rights and interests of the Association;
- c. Accomplish tasks that are assigned by the Association;
- d. Pay membership fees according to regulations;
- e. Report to the Association about concerned matters and provide it with relevant information/data;
- f. Abide by the Bylaws and regulations of the Association;
- g. Accept supervision and inspection from the Association; and
- h. Complete the required continuing education units.

Article 12

A member shall give notice in writing to withdraw from the Association and return the membership certificate. When a member pays no membership fees for one year or participates in no activities that are arranged by the Association, it shall be regarded as an automatic withdrawal from the Association.

Article 13

When a member seriously violates the Bylaws, his or her membership shall become ineligible and be terminated, subject to approval by vote of the Council or the Executive Council.

Chapter IV Organization and Structure

Article 14

The National Conference of Member Representatives (hereinafter referred to as the "Conference") shall be the highest authority of the Association. It shall be the function of the Conference to:

- a. Draft and amend the Bylaws of the Association;
- b. Elect and remove the Council members of the Association;
- c. Examine the work report and financial report of the Council of the Association;
- d. Prepare and revise provisions for membership fees;
- e. Decide on matters of dissolution;
- f. Draft and amend measures for management of membership fees;

- g. Decide on work principles and tasks of the Association; and
- h. Decide on any other important issues.

Article 15

The Conference may meet provided that over two thirds of all its member representatives are present, and resolutions shall become effective subject to vote cast by over half of the member representatives who are present at such a meeting.

Article 16

The Conference shall meet once every five years in regular session. In exceptional circumstances, it may need to meet in a special session prior to the schedule for re-election. Such a meeting shall be subject to approval by a Council vote, and the approval shall be submitted to its competent department for examination and its registry for endorsement. A postponement for re-election shall not be any longer than one year.

Article 17

The Council is the executing agency of the Conference. It shall take charge of the intercessional daily work of the Association and be responsible to the Conference.

Article 18

It shall be the function of the Council to:

- a. Implement resolutions that are made by the Conference;
- b. Elect and remove the President, Vice Presidents, Secretary-General and the executive members of the Council;
- c. Prepare for and convene the Conference;
- d. Report to the Conference on work and financial conditions of the Association;
- e. Decide on admission and expulsion of members;
- f. Decide on establishment of a Secretariat, branches and economic entities;
- g. Decide on appointment of the Vice Presidents and heads of the Secretariat and branches;
- h. Give leadership to the work of the Secretariat and branches;
- i. Establish internal management system; and
- j. Decide on any other important issues.

Article 19

The Council may meet provided that over two thirds of all its member representatives are present, and resolutions shall become effective subject to vote cast by over two thirds of its members who are present at such a meeting.

Article 20

The Council shall meet at least once every year in regular session. It may meet in the

form of correspondence or other means in exceptional circumstances.

Article 21

The Association shall establish an Executive Council that shall be elected by the Council through voting. The number of the Executive Council members shall be no more than one third of that of the Council members. It shall perform functions as provided in paragraph a, c, e, f, g, h and i under Article 18 during the intersession, and be responsible to the Council.

Article 22

The Executive Council may meet provided that over two thirds of all its members are present, and resolutions shall become effective subject to vote cast by over half of its members who are present at such a meeting.

Article 23

The Executive Council shall meet at least once every six months. It may meet in the form of communication or other means in exceptional circumstances.

Article 24

To be eligible to the office of the President, the Vice Presidents and the Secretary-General of the Association, he or she shall conform to the requirements as follows:

- a. Adhere to the lines, principles and policies of the Communist Party of China, and possess good political qualities;
- b. Have relatively important influence in the professional areas of the Association;
- c. The maximum age limit for the President and the Vice Presidents in office shall not be over 70;
- d. The maximum age limit for the Secretary-General in office shall not be over 70, and he or she shall be a full time staff member;
- e. Have good health and be able to perform normal duties;
- f. No criminal sanction of depriving political rights is imposed on him or her; and
- g. Have full capacity for civil disposition.

Article 25

When the age of the President, the Vice Presidents or the Secretary-General in office surpasses the maximum age limit for such posts, their re-appointment to the office shall be subject to approval by vote of the Council, and the approval shall be submitted to its competent department for examination and its registry for endorsement.

Article 26

The President, the Vice Presidents and the Secretary-General shall hold offices for a

term of five years, and their tenure of office shall be no more than two terms. In a special case that the tenure needs to be prolonged, their remaining term in office shall be subject to approval by vote cast of two thirds of the member representatives of the Conference who are present at its meeting, the approval shall be submitted to its competent department for examination and its registry for endorsement.

Article 27

The Secretary-General shall be the legal representative of the Association. He or she shall sign important documents on behalf of the Association. The legal representative of the Association shall not hold a concurrent post as a legal representative of any other nongovernmental organizations.

Article 28

It shall be the function of the President to:

- a. Convene and chair meetings of the Council and the Executive Council; and
- b. Inspect implementation of resolutions that are made by the Conference, the Council and the Executive Council.

Article 29

It shall be the function of the Secretary-General to:

- a. Take charge of daily work of the Secretariat, and make arrangements for implementation of the annual work plan of the Association;
- b. Coordinate the work of branches, representative offices and economic entities;
- c. Propose nominees of the Vice Secretary-Generals and heads of the Secretariat, branches, representative offices and economic entities, and submit them to the Council or the Executive Council to decide;
- d. Decide on appointment of full-time staff members for the Secretariat, representative offices and economic entities;
- e. Take charge of arrangements for preparing plans of professional activities and establishing internal management systems; and
- f. Take care of other daily work.

Chapter V **Principles on Management and Use of Assets**

Article 30

The funding sources of the Association are as follows:

- a. Membership fees;
- b. Cash donations;
- c. Financial support from the government;
- d. Income from approved professional activities or services;
- e. Interest accrued from cash on hand;

f. Other legal income.

Article 31

The Association shall collect membership fees in accordance with relevant government regulations. No fees shall be charged for such activities as appraisal, selection and recognition that are arranged by the Association.

Article 32

Funds of the Association shall be used in the development of its professional areas and veterinary services that are provided for by the Bylaws, and shall not be distributed to its members in any forms.

Article 33

The Association shall establish a stringent financial management system to ensure legality, truth, accuracy and completeness of its financial resources.

Article 34

There shall be an accountant with professional qualifications for the Association. He or she shall not serve as a cashier concurrently. The accountant shall perform accounting calculation and control. He or she must go through a transfer of procedures with his or her successor when he or she is transferred to other posts in the Association or leaves the Association.

Article 35

The Association shall accurately implement the government financial management system in assets management, and accept supervision from the Conference and the financial departments concerned. Should funds derive from government allocation or social donation, it is required to accept supervision from the auditing agency and release to the public relevant information and data.

Article 36

The Association shall accept the financial auditing that is arranged by its registry and its competent department prior to re-election or change of the legal representative.

Article 37

Assets of the Association shall not be illegally possessed, divided or misappropriated by any institutions or individuals.

Article 38

Provisions for salary, insurance and welfare of the full-time staff members of the Association shall be prepared in light of relevant government regulations on public institutions.

Chapter VI Amendment

Article 39

Amendments to the Bylaws shall be adopted by vote of the Council, and the adoption shall be submitted to the Conference for examination and approval.

Article 40

The amended Bylaws shall enter into force provided that the amendments shall be subject to examination and endorsement by its competent department, and the examination and endorsement shall be submitted to its registry for approval within 15 days after approved by the Conference.

Chapter VII Dissolution and Handling of Assets

Article 41

Should the Association need to cancel its registration with its registry due to realization of its objectives, voluntary dissolution, splitting up or amalgamation, the Council or the Executive Council shall table a motion for dissolution.

Article 42

The motion for dissolving the Association shall be subject to approval by vote of the Conference, and the approval shall be submitted to its competent department for examination and endorsement.

Article 43

Prior to its dissolution, the Association shall set up a liquidating body under the guidance of its competent department and relevant agencies to settle claims and debts and handle remaining problems. No activities other than liquidation shall be permitted during the liquidation period.

Article 44

The Association shall be dissolved after its registry completes the formalities for cancellation of its registration.

Article 45

The residual property after dissolution of the Association shall be used for developing undertakings related to its purposes in accordance with relevant government regulations under the supervision of its competent department and its registry.

Charter VIII
Supplementary Articles

Article 46

The Bylaws was approved at the First Session of the National Conference of Member Representatives on 27 October 2009.

Article 47

The right to interpret the Bylaws shall belong to the Council of the Association.

Article 48

The Bylaws shall enter into force on the date of endorsement by its registry.