

# **Organizational Structure**

## **of the Chinese Veterinary Medical Association**

### **National Conference of Member Representatives**

The National Conference of Member Representatives (hereinafter referred as the Conference) holds the highest authority and meets once every 5 years.

It shall be the power and function of the Conference to: draft and amend the Bylaws; elect and remove council members; examine and approve the work and financial reports; formulate and amend membership rates and its management system; discuss and decide on policies and missions; decide to terminate important matters.

### **Council**

The Conference elects several Council Members to form the Council. Every Council serves 5 years as a full term; Council Members may be re-elected. The Council shall meet once every year. The Council is responsible to the Conference and is that of the executing agency; it directs the day to day work of the Association after the closing of the Conference.

It shall be the power and function of the Council to: execute the decisions of the Conference; elect and remove President, Vice President, Secretary-general and Executive Council Members; prepare to convene the Conference; submit the work and financial reports to the Conference; decide on the member development and dismissal; examine and approve the establishing of administrative offices, branches, representative offices and entities; decide the employment of Vice Secretary-general and heads of other offices and branches; administer the work of the offices and branches ; formulate an internal management system; decide on other important matters. The Council elects a President, several Vice Presidents and Executive Council Members.

### **Executive Council**

The Executive Council Members are elected by the Council, and it shall have less than one-third of its Members from the Council. The Executive Council shall exercise its power and function to: implement the decisions of the Conference; prepare to convene the next Conference; decide on member development and dismissal; examine and approve the establishment of administrative offices, branches, representative offices and entities; recommend and employ Vice Secretary-general and heads of offices and branches; examine the work plans of the various offices; formulate an internal management system; decide on other important matters.

### **Branches:**

The Council consists of 3 Committees and 6 branch Associations. Committees are designated bodies which are responsible for fulfilling duties of the Council, branch Associations are responsible to exercise the administration of veterinary industry and

undertake relevant tasks.

### **1. Expert Committee**

According to the principles laid down in the Bylaws, the Expert Committee has been established and its function shall be to:

- (1) Examine the implementation of the Bylaws; suggest amendments to some clauses according to the operation of the Association;
- (2) Provide direction and strategy, long term and short term targets for the Association, develop plans for implementation;
- (3) Direct policy-oriented discussion and arguments;
- (4) Propose technical guidance for major epidemic animal disease control and complicated case management;
- (6) Inspect and evaluate the application of new experiences, techniques and achievements of veterinary industry.

### **2. Professional Ethic and Rights Defence Committee**

In order to strengthen the professional culture for veterinarians, according to the principles laid down in the Bylaws, the Professional Ethic and Rights Defence Committee has been established and its function shall be to:

- (1) Instruct the Membership and Publicity Departments to propagate and teach veterinary medical ethics for veterinarians and legally protect veterinarians' legitimate interests;
- (2) Formulate plans of veterinary medical ethics and rights defence for the Association; create a code of ethics and conduct for veterinarians and assist relevant authorities to formulate rights defence policies, regulations so as to promote sound development of the veterinary profession;
- (3) Supervise the development and implementation of ethical code plans;
- (4) Investigate veterinarians who fail to comply with the principles of veterinary medical ethics and conduct and provide suggestions to resolve problems;
- (5) Study the nations' veterinary profession and provide solutions to the model of service which will best protect the veterinarian's legitimate interests when engaged in veterinary medical activities.
- (6) Provide legal consultation and service for members.

### **3. Education, Science and Technology Committee**

With the purpose of promoting healthy development of veterinary science research and education, in accordance with the principles laid down in the Bylaws, the Education, Science and Technology Committee has been established and its function shall be to:

- (1) Maintain awareness and vigilances of the currents trends within the veterinary profession, research and education;
- (2) Formulate short and long term strategic development plans for veterinary science, research and education;
- (3) Formulate national standards of veterinary education;

- (4) Implement quality evaluation and accreditation for veterinary educational institutions;
- (5) Supervise and inspect the work of the Publicity Department.

#### **4. Pet Medical Practice Association**

It consists of veterinary practitioners from various areas, such as animal disease diagnosis, treatment, prevention, animal quarantine, reproduction, grooming care and nutrition. Its function shall be to:

- (1) Arrange academic exchanges among veterinarians who conduct pet medical practice;
- (2) Provide continuing education and technical training for veterinarians who conduct pet medical practice;
- (3) Formulate national standards for pet medical practice and create a code of conduct for veterinary practitioners;
- (4) Survey the present situation of pet medical practice business and make strategic development plans accordingly;
- (5) Responsible for the accreditation of pet medical institutions.

#### **5. Animal Medical Practice Association**

It comprises veterinarians who serve animal breeding enterprises and its function shall be to:

- (1) Survey the present situation of veterinary practitioners who conduct animal medical practice for animal breeding enterprises;
- (2) Formulate strategic development plans and implement suggestions;
- (3) Organize some events for exchanges of work experiences and veterinary medicine among veterinary practitioners who conduct animal medical practice at farms; disseminate food industry information;
- (4) Protect legitimate rights and interests for veterinary food industry and supervise and maintain self-discipline in the profession;
- (5) Provide continuing education and training of veterinary medical skills for veterinary practitioners who conduct animal medical practice at farms.

#### **6. Animal Disease Control Association**

It oversees and administers animal disease control, quarantine, inspection and supervision. Its function shall be to:

- (1) Direct personnel of animal disease control, quarantine, inspection and supervision authorities nationwide, to provide continuing education and training of veterinary medical skills and accreditation;
- (2) Extend veterinary knowledge and industrial information;
- (3) Protect legitimate rights and interests for the veterinary profession and supervise and maintain self-discipline;
- (4) Conduct informational exchange of veterinary medicine and other activities; promote the development of the profession.

## **7. Domesticated and Experimental Animal Association**

It represents veterinary practitioners who conduct reproduction and breeding of domesticated and experimental animals nationwide and its function shall be to:

- (1) Determine the current situation of domesticated and experimental animal management;
- (2) Formulate a code of conduct and standards of medical practice for veterinarians who conduct reproduction and breeding of domesticated and experimental animals;
- (3) organize training of veterinary medical skills;
- (4) Administer accreditation for veterinarians who conduct reproduction and breeding of domesticated and experimental animals;
- (5) Promote self-discipline in the profession;
- (6) Protect legitimate rights and interests for the veterinary profession.

## **8. Traditional Chinese Veterinary Medicine Association**

It consists of traditional Chinese veterinary medical professionals who engage in teaching, research, diagnosis and treatment and other related activities of traditional Chinese veterinary medicine. Traditional Chinese veterinary medicine is a critical component of Chinese medicine. It represents one of the most important legacies of the Chinese cultural heritage and should be supported and promoted throughout the nation. Its function shall be to:

- (1) Assess the present situation of veterinary practitioners who conduct traditional Chinese veterinary medicine and formulate plans of fostering traditional Chinese veterinary medical talents and development of traditional Chinese veterinary medicine;
- (2) Provide training of traditional Chinese veterinary medical skills and increase its application level in animal disease control, treatment and health care;
- (3) Strengthen research and teaching of traditional Chinese veterinary medicine and improve its international influence;
- (4) Formulate professional standards for traditional Chinese veterinary medicine and promote integration within the modern veterinary model of care;
- (5) Provide accreditation for veterinarians who conduct traditional Chinese veterinary medicine;
- (6) Oversee self-discipline for veterinarians who conduct traditional Chinese veterinary medicine;
- (7) Promote the development of the profession and protect legitimate rights and interests.

## **9. Animal Health and Welfare Association**

Its function shall be to:

- (1) Investigate and study the present situation of service and welfare related to animal health, including animal insurance, veterinary materials and instruments, animal marking and tracking technology;
- (2) Formulate technical standards of animal insurance, veterinary materials and instruments, animal and animal product tracking technology;

- (3) Formulate animal health and welfare standards and regulations for animals in the process of breeding, transportation and disposal;
- (4) Conduct information exchange, training and accreditation for the profession;
- (5) Promote development of China animal health and welfare industry and protect the professional legitimate rights and interests.

### **Secretariat**

The Secretariat is a standing body of the Association and responsible to implement the various resolutions and decisions of the Conference, Council and Executive Council and undertake routine work of the Association. It consists of five departments as follows:

#### **1. General Office**

General Office is responsible to:

- (1) Establish and manage works of administration, human resource, finance, secretary and archive system;
- (2) Manage the fixed assets of the Secretariat;
- (3) Receive guests, coordinate public relations and support the works of branches;
- (4) Conduct logistical support for the Association;
- (5) Arrange and organize various administrative meetings.

#### **2. Membership Department**

The Membership Department is responsible to:

- (1) Prepare plans for member development and establishment of branches;
- (2) Develop and manage members;
- (3) Provide rewards and discipline of members and staff;
- (4) Organize the Conference, meetings of Council and Executive Council;
- (5) Provide legal support and rights protection service for members.

#### **3. Publicity Department**

The Publicity Department is responsible to:

- (1) Propagate the Association and organize educational activities;
- (2) Assist Membership Department to propagate and popularize the concept of ethical conduct;
- (3) Launch, maintain and manage the website of the Association;
- (4) Edit and publish publications of the Association;

#### **4. Liaison Department**

The Liaison Department is responsible to:

- (1) Communicate with international veterinary organizations, non-governmental veterinary organizations, veterinary related enterprises and individuals;
- (2) Collect and analyze developing trends and information regarding the international veterinary profession;
- (3) Carry out externally-oriented technical training and academic exchanges;

(4) Assist Publicity Department to launch, maintain and manage English version of website of the Association.

### **5. Continuing Education Department**

The Continuing Education Department is responsible to:

- (1) Provide opportunity to licensed veterinarians for continuing education;
- (2) Organize trainings of various veterinary medical skills and activities;
- (3) Determine and conduct specialized training in professional disciplines which require accelerated development
- (4) Provide technical consultation, evaluation and verification.