



# **International Amphibious Passenger Vehicle Association**

## **Constitution**



# IAPVA Constitution

---

## Contents

1	Name and Scope .....	2
2	Aims and Objectives.....	2
	2.1 Interests.....	2
	2.2 Interfaces.....	2
	2.3 Focus.....	2
	2.4 Objectives .....	2
3	Legal Compliance .....	3
4	Membership.....	3
5	Membership Categories.....	4
6	Subscriptions.....	4
7	Representation .....	4
8	Administration Structure .....	4
	8.1 Overall Management Committee (OMC) .....	4
	8.2 Chairperson and Secretariat.....	5
9	Annual General Meeting.....	5
10	Alteration to Constitution.....	5

## 1 Name and Scope

- 1.2 The Association shall be called IAPVA, which shall stand for the International Amphibious Passenger Vehicle Association (the “Association”).
- 1.3 The Association is a trade association with a particular interest in the regulatory issues and standards within the Amphibious Passenger Vehicle (APV) Industry.

## 2 Aims and Objectives

### Interests

- 2.1 The Association will represent the collective interests of its members in operating APVs and related activities, including, for example:

- Training
- Insurance
- Best Practices
- Regulations

### Interfaces

- 2.2 The Association shall promote close co-operation by interfacing with:

- Amphibious engineering companies
- Suppliers
- Consultants
- Insurance companies
- Governments and other regulatory bodies

### Focus

- 2.3 The main areas of focus will be:

- Operating practices
- Quality and efficiency
- Legislation affecting members
- Training, certification and competence
- Health & Safety

### Objectives

- 2.4 The main objectives will be to:

- Create the highest possible standards for APV operation
- Overcome the regulatory conflicts affecting the industry
- Publish a Code of ‘Best’ Practice
- Develop a globally recognized training program specific to APV operators
- Provide a forum for discussion
- Speak on behalf of members where there is a common interest
- Promote the use of common and practical industry good practice

- Promote co-operation across the industry

### **3 Legal Compliance**

- 3.1 In Meeting the above aims and objectives, the Association, will comply with all the applicable competition law (competition, antitrust and similar laws) including those of the United States of America, the European Union, the United Kingdom and other countries in which the Association is active.
- 3.2 The Association shall maintain guidelines to be implemented proactively by members:
- To comply with competition law
  - For the retention and disposal of documents, and
  - For complaints and appeals by members
- 3.3 The adoption of documents produced by the Association, for example, guidelines or standard terms and conditions is actively encouraged but not mandatory.

### **4 Membership**

- 4.1 Membership shall be open to APV companies and other organisations associated with this industry.
- 4.2 Members shall be active in the APV Industry, either as operators, licensees, manufacturers, and suppliers of equipment, insurers and regulatory authorities.
- 4.3 There shall be two types of members: Full members and Associate members.
- 4.4 Members agree to further the aims and objectives of the Association and to promote self-regulation.
- 4.5 Members shall not use the Association for illegal or illegitimate purposes, or bring the Association into disrepute.
- 4.6 Members are encouraged to take an active part in the affairs of the Association.
- 4.7 The Association is a company limited by guarantee with a separate legal entity. A member's liability shall be limited to its total annual subscription. There is no legal obligation for members other than to subscribe a membership fee.

## 5 Membership Categories

5.1 The Association comprises of two membership categories:

Full members – Day to day APV operators/owners of APV tours

Associate members – Companies and organisations involved in the APV industry: suppliers of equipment, engineering companies, manufacturers, consultants, licensees, insurance companies, marine authorities and regulatory bodies.

## 6 Subscriptions

6.1 IAPVA members pay an annual subscription to cover the basic contribution and access to all the benefits associated with the Association.

6.2 An Associate member shall pay a reduced annual subscription.

6.3 The subscription shall be from 1 January to 31 December.

## 7 Representation

7.1 Co-ordinators and representatives shall be in a sufficiently senior position within their company or organisation to take decisions and make commitments on behalf of their own company or organisation at meetings of the Association.

## 8 Administration Structure

### Overall Management Committee (OMC)

8.1 The Association shall have an OMC, which shall consist of its President/Chairperson; a secretariat; and a Technical Director

8.2 It shall have overall responsibility for management of the Association, coordinating the activities of the Association, for determining key priorities and for ensuring that there is no duplication of effort.

8.3 The OMC will directly oversee activities of the management sub-committees (MSC). The MSCs are as follows - Quality Standards, Template Documents, Training, Insurance, Health & Safety, Code of Practice and Regulations; an administrator will be appointed for each MSC.

8.4 The OMC should meet at least four times a per annum. This can take place via the web.

8.5 A member of the committee may appoint an alternative person to act on their behalf.



### **President/Chairperson and Secretariat**

- 8.6 The President/Chairperson of the Association shall be appointed by, and shall report to, the OMC. He/she shall have overall responsibility for the running of the Association
- 8.7 The President/Chairperson of the Association shall not act as its Treasurer and Secretary.
- 8.8 The President/Chairperson shall maintain a secretariat to support the work of the Association.

## **9 Annual General Meeting**

- 9.1 All Members are encouraged to attend to discuss activities effecting them but this is not mandatory.

## **10 Alteration to Constitution**

- 10.1 This constitution may be subject to alteration following the set up of the Association.