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CONSTITUTION

New Zealand Land Search and Rescue Dogs Incorporated

1. **NAME**

The name of the Society shall be "New Zealand Land Search and Rescue Dogs Incorporated"

2. **DEFINITIONS**

In these rules words and phrases have the following meanings:

Committee means the Committee of New Zealand Land Search and Rescue Dogs established under these rules

NZ LandSAR Dogs means New Zealand Land Search and Rescue Dogs Incorporated.

LandSAR(NZ) means New Zealand Land Search and Rescue Incorporated.

LandSAR(NZ) Council means the Council of New Zealand Land Search and Rescue Incorporated.

The **Objects of LandSAR(NZ)** are those laid out in the first schedule of these rules

Financial Year means the period commencing on the first July and finishing on the thirtieth of June the following year

SAR means search and rescue.

Words in the masculine gender shall be deemed to include the feminine and neuter gender and the singular shall be deemed to include the plural and vice versa as the context requires.

3. **OBJECTS**

The objects of the NZ LandSAR Dogs shall be:

The objective of the Society shall be to train, assess and deploy search dogs and their handlers within New Zealand to standards accepted by Search and Rescue authorities.

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- i. To promote the use of search dogs in Land Search and Rescue operations
- ii. To further the growth of search dogs by all suitable means, including, but not limited to, facilitating training and the transfer of knowledge and experience.
- iii. To represent the search dogs and handlers of this NZ LandSAR Dogs collectively.
- iv. To develop competency standards for search dogs
- v. To assess search dog teams for suitability to be used operationally
- vi. To encourage and maintain interaction with other national and international search dogs groups with common interests
- vii. As far as possible to encourage and support the implementation of the policies and objects of Land SAR(NZ)
- viii. To do all such things as the Committee shall decide to achieve the above objectives.

4. MEMBERSHIP

Applications for membership shall be made in writing on the appropriate form supplying such information as may be required.
Membership applications shall be considered by the Committee.

- a. Full Membership
 - i. Voting rights.
 - ii. Individuals who are nominated by two Full Members and endorsed by either their local Land SAR Group or their Land SAR Region and whose nomination for Full Membership is approved by the Committee.
 - iii. A duly incorporated society whose objects are compatible with those of NZ LandSAR Dogs who is nominated by the Committee, and whose nomination for Full Membership is approved by a majority of Full Members present at a General Meeting
 - iv. Membership Fee is renewable and set yearly at the AGM.
 - b. Honorary Membership
 - i. May be elected annually at the AGM in recognition of valuable service to the Society.
 - ii. Nominations for honorary membership to be received by the secretary in writing at least 14 days before the AGM.
5. No voting rights unless elected to the Committee.

6. CESSATION OF MEMBERSHIP

- i. Upon the member's annual subscription not being paid after 20 August each year. The member becomes un-financial on 21 August.
- ii. The Committee shall have the power to expel Member if it is satisfied that the Member's activities or actions are contrary to or detrimental to the promotion of the objects of Land SAR(NZ) or offend against the Constitution, rules and aims of the Society or whose conduct shall, in the opinion of the Committee, render them unfit for membership of the Society. The Committee shall give 28 days notice of it's decision and the grounds thereof to the Member.
If that Member objects to the decision of the Committee within that 28 day period by notice in writing to the secretary, a meeting of the Committee shall be convened for the purpose of giving that Member an opportunity to be heard. The decision of this meeting shall be final.
A member shall be suspended from the Society during the 28 days notice period.
- iii. A Member may resign from the Society on giving notice in writing of that intention to the secretary.

7. ALTERATIONS TO THE CONSTITUTION

- i. Any addition, alteration or deletion of any part of this Constitution must be submitted as a motion in writing to the secretary and included in the agenda of the next AGM or Extraordinary General Meeting (EGM) as appropriate.
- ii. Any notice of motion must be submitted no less than 14 days prior to the meeting.
- iii. Voting; a majority of over 50% of the full membership carries the vote.
- iv. No addition, alteration or deletion can be made to this Constitution if any such addition, alteration or deletion alters in any way the charitable in law objects of the Society or the limitation of application of funds for charitable purposes within New Zealand.

8. MEETINGS

- a. **Committee Meetings.**
A minimum of three (3) Committee meetings shall be held each financial year. A quorum shall be a majority of the Committee.
Meetings may be held by conference call or other mediums as well as traditional methods.
Minutes shall be recorded and circulated by the secretary within twenty one (21) days of the meeting.
- b. **Annual General Meetings.**
The Annual General Meeting shall be held in the first three months of the financial year at a time, date and place decided by the Committee.
All members shall receive notice and an agenda in writing at least 28 days prior to the meeting, including nominations for the various positions of office, all motions under Sub-clause v.
The meeting will consider the following business:
- i. to receive annual reports including financial statements
 - ii. to appoint the officers of the Committee
 - iii. to make and confirm appointments to membership of the Committee.
 - iv. to set the annual fees
 - v. to discuss any matter which may be submitted to the meeting and of which written notice has been given to the secretary not less than 28 days prior to the date fixed for the annual meeting.

All annual general meetings shall be open to the public. The rules relating to public bodies under the Local Government Official Information and Meetings Act 1987 Part VII shall be applied in determining matters related to public notification of the meeting, public presence at the meeting and as to which matters (if any) should be considered with the public excluded.

9. THE COMMITTEE

- i. Full Members shall annually elect five (5) full members to the Committee as provided for in sub-clause ii of this clause.
- ii. The elected Committee members shall be elected by postal vote. Nominations are to be accepted before the notice of AGM. Voting papers shall be distributed with the notice of the AGM and the results announced at the AGM.
- iii. Duly Incorporated Societies who have been accepted as Full Members shall have the right to one representative on the Committee. These representatives shall be in addition to the five elected Committee members, elected from the number of individual Full Members

- iv. The Committee shall have the power to conduct the affairs of the Society, including the power to delegate.
- v. From time to time, sub-committees may be appointed to perform certain tasks.
- vi. The Committee shall have the power to co-opt onto the Committee or any sub-committee created by the Committee. Co-opted members shall be entitled to vote only after the co-option has been notified to the members.

10. OFFICER BEARERS

- i. The Office Bearers shall be:

Chairman
Secretary
Treasurer

- ii. The Committee shall appoint from it's number the Office Bearers.

11. FINANCE

- a.
 - i. All funds of the Society shall be banked forthwith in the name of the Society in such bank account as the Committee shall determine.
 - ii. Any two of the President, Secretary or Treasurer shall be authorised to sign all cheques drawn on the account and any one of them to endorse cheques for payment into the account.
 - iii. Payments shall be made subject to the approval of the Committee.
- b.
 - i. Any income, benefit or advantage shall be applied to the charitable purposes of the Society.
 - ii. No member of the Society or any person associated with a member shall participate in or materially influence any decision made by the Society in respect of the payment to or on behalf of that member or associated person of any income, benefit or advantage whatsoever.
 - iii. Any such income paid shall be fair and reasonable and relative to that which would be paid in arms length transaction (being open to the market value).
- c. The provisions and effect of this clause shall not be removed from this document and shall be included and implied into any document replacing this document

12. POWERS OF THE SOCIETY

- i. The Society may invest any money in any investment for the time being authorised by the Committee.
- ii. The Society may borrow money only when a proposal has been accepted at a General Meeting.
- iii. The Society may hire from, make reimbursement to, or pay an honorarium to any member, individual or organisation in return for goods and/or services. Any reimbursement or honorarium or payment of any kind must be proper and reasonable.

13. SOCIETY SEAL

It is held by the treasurer. Any two of the President, Secretary and Treasurer shall attest the fixing of the Society's seal.

14. ADDRESS

The address of the Society shall be 734 Matakītaki Road, Murchison, New Zealand.

15. INTERPRETATION

The committee shall be the authority for the interpretation of these rules. A decision of the committee on any question of interpretation or on any matter affecting the objects and not provided for in these rules shall be final and binding on the members subject only to the right of appeal to Land SAR (NZ).

16. WINDING UP

- i. The Society may be voluntarily wound up if at an Annual General Meeting or Extraordinary Meeting a resolution requiring the Society to be wound up is passed by a simple majority as prescribed in the "Incorporated Societies Act 1908", and the resolution is confirmed at a subsequent general meeting called together for that purpose and held not earlier than 30 days after the date on which the resolution so to be confirmed was passed.
- ii. The disposition of the property of the Society will be done according to the "Incorporated Societies Act 1908".
- iii. All disposition of property shall be made to Land SAR (NZ) to be applied for the benefit of any charitable committee which is a successor to the Society and which has charitable objects similar to those of Land SAR (NZ) and this Society or otherwise applied for the benefit of Search and Rescue Dogs in terms of the objects of Land SAR (NZ).

The First Schedule

The Objects of New Zealand Land Search and Rescue Incorporated are:

- a. To provide an effective and efficient land search and rescue capability throughout New Zealand.
- b. Without in any way limiting the generality of the above first object N.Z. Land SAR shall have the following objects.
 - i. To advise the police on search and rescue policy
 - ii. To examine and review the SAR organisation from time to time.
 - iii. To develop, promote, set and maintain national standards, appropriate assessment systems and guidelines for operations and training so that an adequate capacity is maintained and training is provided for all SAR personnel appropriate to their role.
 - iv. To promote effective SAR organisations at district and regional levels, so that properly qualified and experienced advisers are appointed, a pool of properly qualified and experienced Management staff is available and assistance is provided to the police to ensure sufficient SAR personnel and resources are available where and when required.
 - v. To establish or recommend codes of safe practice.
 - vi. To promote the use of performance measures and provide accountability throughout the N.Z. Land SAR organisation.
 - vii. To promote and arrange research and development of equipment and techniques.
 - viii. To help resolve at a national level conflicts involving volunteers.
 - ix. To act as an advocate at all levels for the needs and interests of land SAR personnel.
 - x. To promote the profile of SAR.
 - xi. To devise strategies to see that the organisation has the required funding to operate effectively.
 - xii. To recommend the distribution and allocation of SAR funds.
 - xiii. To establish appropriate systems for representation and liaisons with other SAR related bodies.
 - xiv. To manage and oversee the employment of any employees of NZ LandSAR
 - xv. To carry out such other objects as are needed to implement object 3 (a).
- c. In these rules, the objects shall be interpreted as widely as possible to give them full effect and so that each object or part of an object shall be construed as a principal object unlimited in its application by reference to any other object or part of an object.