

THE STATUTES
of
THE EUROPEAN COUNCIL OF NURSING REGULATORS

Article 1 - Name, duration and location

1.1. The European Council of Nursing Regulators was initially founded by the Federazione Nazionale Collegi IPASVI (Italy), the Nursing and Midwifery Council (UK), An Bord Altranais (Republic of Ireland), and the Consejo General de Colegios Oficiales de Enfermería de España (Spain). Its members are Regulatory Bodies of the profession of nursing in their respective countries that fulfil the criteria of adhesion as described in the articles as follow.

1.2. The acronym of the European Council of Nursing Regulators shall be FEPI.

1.3. The duration of FEPI is unlimited.

1.4. FEPI was constituted in Rome, is an AISBL (an international non-profit making organisation) governed by the Belgian law. Its premises are in Brussels (70 Coudenberg B-1000 Brussels).

Article 2 - Definitions/Membership

2.1. FEPI is a Council of the competent bodies that regulate the nursing profession at State level in Europe and whose aim is to protect the citizens individually and the public in general.

2.2. A 'nurse' is a professional who has completed the educational and professional qualifying courses legally required for the exercise of his/her profession and who has met the standards that allow to practise this profession in a given European state. A nurse has a valid registration in accordance with the laws of his/her state.

2.3. The nursing Regulatory Bodies federated in FEPI are:

- Full members. These are the competent bodies that regulate the nursing profession in each European state. The founding members included in article 1 of these Statutes are full members;
- Associated members. These are organisations that do not have the status of Regulatory Body in their country but have an interest in FEPI's aims, works and activities;
- Observer members. Regulatory Bodies of the profession of nursing in non-European states are eligible to the status of observer member. The status of observer member can also be given by the General Assembly to a Regulatory body of a European state for a specific period of time, the limit of which is determined by the General Assembly and on the basis of specific reasons.

Article 3 - Aims of FEPI

3.1. FEPI's objective is to achieve/promote the following aims:

- support humanitarian, solidarity and co-operation initiatives in the social-healthcare field;
- actively promote the European Code of Ethics and Conduct of the Nursing Profession and monitor its development;
- promote the development and the quality of nursing;
- enhance the social and legal status of the profession of nursing and of the nurses;
- disseminate the conceptual elements that form the principles of nursing and determine the excellence of nursing practice;
- protect the public by developing and coordinating the professional standards of nursing education and practice throughout Europe;
- organise educational, training and life-long learning initiatives to enhance nursing culture and research;
- promote interaction and cooperation among its members, as well as scientific debates and the exchange of information and experience;
- support members in developing the nursing profession in their own countries;
- promote the coordination of the members' activities in the respect of their autonomy;
- promote the accreditation of nurses in Europe (European Nursing Accreditation Centre).

3.2. The aims of FEPI shall be promoted by:

- establishing durable synergies, relations and contacts amongst the members;
- establishing durable relations and contacts with the political and administrative bodies of the European Union and relevant national and international social-healthcare organizations;
- disseminating information, project proposals, the results of surveys, researches and so on, relevant to humanitarian and social-healthcare matters, or matters specific to the profession of nursing;
- periodically organising conferences, seminars and meetings on themes relevant to its aims;
- establishing means to circulate scientific information amongst the Members;
- participating in or establishing other legal entities relevant to the achievement of its aims.

Article 4: The Autonomy of the Members

4.1. All FEPI members maintain their own identity and autonomy.

Article 5: Application, admission and eligibility

5.1. The application to become a member of FEPI has to be presented by the President or legal representative of the applicant Body, Association or Organisation to the President of FEPI.

5.2. The application has to include a copy of the Statutes of the candidate body or organisation and any other regulations, procedure rules, code of ethics or conduct, as well as, in case of application for full membership, the data on the number and on the type of nurses registered referred to the last day of the month before the date of the application.

Following the reception of the application by the FEPI's Executive Board, the said Executive Board shall undertake a research in order to better inform the General Assembly on the structure aims and objective of the applicant. The application shall then be discussed by the Executive Board who shall make a proposal to the General Assembly. As the sovereign body of FEPI, the General Assembly shall be the only decision-making instance on all applications and its decisions shall be taken by simple majority vote after a detailed proposal has been submitted and the Executive Board has analysed it. In special cases which shall be formally presented and motivated by the Executive Board the final decision on an application can be voted by the General Assembly even by postal mail.

5.3. Apart from what is enshrined in this article - including the payment of the respective contributions - in order to obtain FEPI membership the following requirement should be met: the Statutes, the Rules and any other Regulation that defines the Body, Association or Organisation applying to become a Member must be in harmony with the aims of FEPI.

5.4. The applicant Body, Association or Organisation completes its membership to FEPI with the payment of the first annual membership fee.

Article 6: Termination of Full Membership

6.1. Full Membership shall be terminated in the following cases:

- a) Dissolution of the respective Body;
- b) Withdrawal of the respective Body from FEPI;
- c) Expulsion of the respective Body from FEPI.

6.2. When a Full Member Body, Association or Organisation is in the process of dissolving itself, or has taken the decision to withdraw from FEPI, it should officially notify it to the President of FEPI no later than 30th September of that same year.

6.3. If the notification of dissolution is not received by FEPI in writing before 30th September, the membership fee will have to be paid also for the following year.

6.4. A member can be expelled from FEPI in the following cases:

- a) actions in disagreement or in contravention with FEPI's Statutes and/or objectives;
- b) default in payment of the due annual fee.

6.5. In order for this expulsion to be effective, a motion needs to be submitted to the General Assembly by 50 (fifty) percent plus one of its members. This motion needs to be submitted at least 6 (six) weeks before the date of a General Assembly meeting. The General Assembly shall then decide on the motion by simple majority. The decision of expulsion has to be formally communicated to the Body, Association or Organisation involved by the President of FEPI.

6.6. The expelled member remains liable for any defaulted payments.

Article 7: Obligations of the members

7.1. All members shall observe FEPI's Statutes and regulations and contribute to the achievement of FEPI'S aims.

7.2. All members shall inform the FEPI Executive Board via the Secretariat on any changes made in their Statutes, codes of ethics or conduct, as well as any variations relevant to the data regarding their President/legal representative.

7.3. All members shall pay the membership fees as provided for by the yearly budget decided by the General Assembly.

7.4. Regarding full members, membership fee - which shall be approved by the General Assembly - shall be calculated on the basis of the income of the regulatory body in each country according to their annual budget. For this purpose three groups of members are established on the basis of their level of income:

- Members with a level of income lower than 5 million Euros;
- Members with a level of income between 5,000,001 Euros and 10,000,000 Euros;
- Members with a level of income higher than 10 million Euros.

The General Assembly shall be able to reach agreements with a view to modify these groups as well as the income levels for each one of them with the aim of adapting this economic regime to FEPI'S structure and number of members.

7.5. The fees of associated and observer members are decided annually by the General Assembly following a proposal of the Executive Board.

7.6 The annual fee covers one financial year - from January 1st to December 31st of the same year - and shall be updated at least on the basis of the harmonized index of consumer prices for the Eurozone, without prejudice to the amounts that the General Assembly might establish.

7.7. An organisation facing exceptional circumstances can request the General Assembly to allow payments by instalments, as well as other exceptions or more favourable conditions.

Article 8 - Bodies of FEPI

8.1. FEPI includes the following bodies: the General Assembly, the Executive Board and the Auditors' Committee.

Article 9 - The General Assembly

9.1. The General Assembly consists of all the official representatives of the full members of FEPI. Associated and observer members may attend the meetings of the General Assembly without the right to vote.

9.2. The General Assembly is chaired by the President of the Executive Board, who as such is also the FEPI President, and in case of absence by one of the vice-presidents.

9.3. The Ordinary General Assembly meets at least twice a year, whenever the Executive Board deems it necessary (Extraordinary General Assembly), or whenever 50 (fifty) percent plus one of its members deems it necessary. The practical details of the General Assembly shall be covered by the Standing Orders of FEPI.

9.4. The Ordinary General Assembly:

- a) During its first meeting of the year, the Ordinary General Assembly shall decide on the discharge of the Treasurer for the previous year's financial exercise;
- b) During its last meeting of the year, the Ordinary General Assembly shall adopt the budget of the following year's financial exercise.

9.5. All full members shall have one vote but each member shall be able to attend the meetings of the General Assembly with the following number of delegates according to the group he/she belongs to on the basis of article 7.4:

- Members with a level of income lower than 5 million Euros: 1 delegate;
- Members with a level of income between 5,000,001 Euros and 10,000,000 Euros: 2 delegates;
- Members with a level of income higher than 10 million Euros: 3 delegates.

9.6. The General Assembly decisions shall be taken by simple majority with exceptions for issues related to:

- a) dissolution of the Council;
- b) revision of the Statutes;
- c) revision of the European Code of Ethics and Conduct for the Profession of Nursing;
- d) all issues for which the Executive Board decides a larger majority is necessary;

For all the issues described under article 9.6. a, b, c and d a 2/3 majority is necessary.

9.7. It is possible to vote by proxy.

9.8. Voting proxies have to be presented to the Secretariat of FEPI at least 15 days before the date of the General Assembly meeting. The proxy has to be signed both by the President/legal representative of the member and the delegate him/herself.

9.9. All members nominate their delegates according to their own rules. Each member has to communicate any substitutions and/or confirmations.

9.10. Experts, advisors, and any other person invited by the Executive Board may attend the meetings of the General Assembly without the right to vote. Interpreters and translators may also attend but only to perform the translation function.

9.11. The quota of members present or represented by proxy necessary for holding a meeting of a General Assembly is 50 (fifty) percent plus one of the Full Right Members.

9.12. Voting at the General Assembly shall take place by show of hands unless when the Executive Board proposes a secret ballot.

9.13. A secret ballot can also take place if officially requested by at least 5 (five) members of the General Assembly having the right to vote. This request must be approved by the majority of members having the right to vote present in the meeting room of the General Assembly.

9.14. For the elections of the Executive Board and the Committee of Auditors, the system of absolute majority and the secret ballot will be followed. In this regard, the call for elections shall be approved by the Executive Board and notified to all FEPI members with voting rights in a way that allows acknowledgement of receipt. The deadline to submit candidacies shall be after 20 calendar days starting as from the day the call is made public.

Candidacies shall be supported by at least three full members of FEPI and be approved by the regulatory body of the candidate on top of the candidates list. The proposed candidates must not be unfit to

practice the nursing profession and their regulatory bodies must have honoured their financial obligations with FEPI. The Executive Board shall make its decision on the approval of candidacies and shall publish the list of approved candidates within 5 working days as from the candidacies submission deadline.

Elections shall take place within two months as from the date the call for elections is published. The precise day to hold the elections shall also be included.

9.15. Minutes of the sessions of the General Assembly are submitted for approval to the next General Assembly meeting.

Article 10 - The Tasks of the General Assembly

As the sovereign body of FEPI, only the General Assembly has the right to:

- decide the dissolution of the Council;
- decide the revision of FEPI Statutes;
- decide the general aims and policies of FEPI;
- decide on candidatures of new members and on the expulsions of members;
- elect the President and the Executive Board;
- elect the Auditors Committee;
- adopt the annual budget of FEPI and discharge the Treasurer for the financial exercise of previous years;
- decide the annual FEPI membership fees;
- adopt the Standing Orders of the Organisation;
- delegate to the FEPI bodies it deems more suitable;

Article 11 - The Executive Board

11.1 The Executive Board shall be initially composed of 7 (seven) members (including the President), who shall be elected by the General Assembly. The Executive Board shall be elected for a 4 year term.

When the number of 12 full members is reached as a result of other regulatory bodies joining FEPI, the members of the Executive Board shall be 9, three of whom shall be Vice-Presidents.

11.2 The Executive Board shall elect amongst its members, two Vice-Presidents, the Secretary General and the Treasurer. The President is directly elected by the General Assembly.

11.3 If one of the members of the Executive Board resigns or retires before the end of the 4 years of his/her term, the General Assembly shall elect a new member through by-elections.

11.4 All members of the Executive Board of FEPI must be nurses.

11.5. A three quarter (3/4) majority is needed in order to revise the article 11 regarding the members of the Executive Board.

Article 12 - The Tasks of the Executive Board

The Executive Board:

- is the governing body of FEPI and has the full executive powers to achieve the aims set by the General Assembly;
- identifies the human and material resources necessary to achieve the objectives and properly run the FEPI;

- presents a report of its work at every General Assembly meeting;
- prepares the budget and the accompanying reports;
- can be given delegated powers on certain items by the General Assembly.

Article 13 - The Tasks of the President, the Vice-Presidents, the Secretary General and the Treasurer

13.1 The President:

- represents FEPI and has full powers to act and decide for the good of FEPI in pursuance of the policies set by the Executive Board;
- summons and chairs the General Assembly and the Executive Board;
- authorises expenditure to achieve the aims set and to properly run FEPI in agreement with the Treasurer and the Executive Board;
- makes all executive decisions regarding the staff of the Secretariat in agreement with the Secretary General and the Executive Board.

13.2 In case of absence or impediment, the President's functions are jointly carried out by the Vice-Presidents, who will also be able to fulfil the functions that the President specifically delegates to them.

13.3 The Secretary General is responsible for drafting the minutes and keeping the respective books as well as managing the staff hired by FEPI.

13.4 As a support body designed to implement projects and action guidelines established by FEPI bodies, a Technical Secretariat shall be set up in order to collaborate directly with the President, the Vice-Presidents, the Secretary General and the Treasurer.

13.5 The Treasurer:

- prepares the budget of FEPI;
- manages the budget's debit and credit;
- makes payments jointly with the President and collects the membership fees. He/she shall be able to make payments to be charged to FEPI's budget up to the amount the Assembly specifically establishes and authorises;
- administers the patrimony and the respective inventory books;
- relates with the Auditors' Committee, banks and suppliers.

Article 14 - The Auditors' Committee

14.1. The Auditors' Committee is composed of two (2) members coming from and elected by FEPI members having the right to vote, and a substitute, who intervenes only if one of the permanent auditors has an impediment.

14.2. The members of the Auditors' Committee can not be members of the FEPI Executive Board.

14.3. The Auditors' Committee:

- supervises the normal accounting and financial procedures relative to the accounts and to the patrimony;
- submits to the General Assembly a proposal relating to the discharge of the Treasurer for every previous year financial exercise.

Article 15 - Wise Men Committee.

In order to ensure and monitor the compliance with FEPI main procedure rules and principles, a wise men committee shall be set up within FEPI composed of the FEPI President in office, a representative of each of FEPI founding regulatory bodies (art.1) as well as FEPI past Presidents.

A set of regulations to confer awards and acknowledgements including that of Honorary President can be set up with the agreement of the Assembly, which shall regulate the awarding procedures and requirements.

Article 16- The dissolution of FEPI

In the event of dissolution of FEPI, any residual assets shall be allocated to purposes in line with the aims of FEPI.

Article 17 - The Patrimony and the Financial Period

17.1. The patrimony of FEPI is made up of:

- movables and immovables received by FEPI at any title even as donations, bequests, payments and any kind of contractual deed;
- reserve funds of balance surpluses, money set aside for any purpose whatsoever and incomes deriving from its patrimony;
- annual fees;
- contributions of public or private bodies, natural or juridical persons;
- any other income contributing to increase the assets of the Council.

17.2. The financial period ends on 31st December of each year. The budget has to be prepared at least two months before the end of the previous financial period and it has to be approved by the General Assembly during its last meeting of the year before the one it refers to. If a new financial year begins before the relative budget is approved, the budget of the previous year shall be automatically extended till the new one is approved but adapting the entries in accordance with the application of the dispositions in force regarding labour matters or other issues.

17.3. All voluntary and extraordinary contributions made by any of the members shall be included and acknowledged in each of FEPI's financial reports.