

# CONFEDERATION OF FIRE PROTECTION ASSOCIATIONS – INTERNATIONAL

## Statutes

### **Section 1**    **Introduction**

- 1.1        The Confederation of Fire Protection Associations International (“**CFPA International**” or the “**Confederation**”) is an association of international organisations concerned primarily with fire prevention & and protection, health and safety, and security and risks from environmental and other natural hazards.
- 1.2        The CFPA International shall be governed in accordance with its Articles of Association in force from time to time, as well as by its own Statutes and Regulations (to the extent compliant with applicable laws). The Articles of Association of the Confederation shall take precedence over its Statutes and Regulations to the extent of any inconsistency.
- 1.3        The Head Office of the Confederation shall be in the office of the Chair for the time being (if different from its registered office).

### **Section 2**    **Objectives**

- 2.1        The objectives of the CFPA International are principally concerned with the advancement of knowledge and understanding of matters relating to fire science, fire prevention & protection, health and safety, security and risks from environmental and other natural hazards and include the following:
- (1)        To encourage the exchange of information between members on these subjects related to the protection of life and property.
  - (2)        To facilitate cooperation between members for undertaking joint programs and carrying out activities decided on by the General Assembly.
  - (3)        To act as a spokesperson for global organisations whose duties involve dealing with these subjects.
  - (4)        To promote the organisation’s perspective on these subjects on a worldwide basis and facilitate the exchange of information and views with other international organisations. Activities of CFPA International must not compete with those of its Chapter Members or members of the Chapter Members.
  - (5)        To foster the development of new organisations dealing with these subjects.

### **Section 3**    **Membership**

- 3.1        The CFPA International membership is currently comprised of 4 Chapter Members.
1. Europe
  2. Africa
  3. America
  4. Asia,
- 3.2        Each Chapter Member will be an organisation with its own respective members. Each member of a Chapter Member will be an Organisation or Company.

Each member of a Chapter (respective member organisations) is considered as being member of CFPA International as follows:

**Chapter Member Asia:** Must be:

- A. The Confederation of Fire Protection Associations - Asia, (CFPA-Asia), is the regional council for organisations with an interest in fire, life safety, fire prevention, fire protection or fire suppression from Countries generally recognised by the United Nations Economic and Social Commission for Asia and the Pacific and the Arabian Peninsula. [See CFPA-Asia statutes]
- B. Country Members

**Chapter Member Europe** Must be:

A1 Members (European Voting Members) must be corporately registered in the country they represent and must fulfil at least one of the two following criteria:

- A. They are generally accepted as the principal national association/organisation for fire prevention and protection in the country they represent.
- B. They are recognised or supported by the national insurance organisations (if any) of the country they represent. [See CFPA-E statutes]

**Chapter Member Africa** Must be:

- A. Country Members

**Chapter Member America** Must be:

- A. Country Members

Definition of a “Country Member” is a member of a chapter who represents a Country, further defined as a nation-state, and is the only representative member in the organisation of that nation-state.

- 3.3 In these Statutes, the word “members” shall mean the members of CFPA International from time to time as referred to above (as distinct from the members of the Confederation for the purposes of section 1168 of the Companies Act 2006, which for clarity are referred to in these Statutes as the “Chapter Members”).

**Section 4** **Executive Organs**

- 4.1 CFPA-International’s executive organs are:
- The General Assembly
  - The Board of Directors

**Section 5** **General Assembly**

- 5.1 The General Assembly shall be the principal forum for the participation and engagement of the Chapter Members and their respective member organisations.

- 5.2 The General Assembly may discuss any questions or matters within the scope of the Statutes or Regulations or relating to the powers and functions of any committees provided for in the Statutes or Regulations and may make recommendations to the Confederation's Board of Directors and members (and, where relevant, Chapter Members) on any such questions or matters.

The General Assembly may initiate studies and make decisions to promote international cooperation in matters of fire protection and encourage the progressive development of international codification or promoting international cooperation in education on the effects of fire on the economic, social, cultural, educational, and health fields.

- 5.3 The General Assembly shall receive and consider annual and special reports from the Executive Committee and other committees of the Confederation. These

reports shall include an account of the recommendations that the Executive Committee has decided upon or taken to support the Confederation's purpose.

- 5.4 The General Assembly takes place every Three [3] years.
- 5.5 The General Assembly shall receive and consider annual and special reports from the Executive Committee and other committees of the Confederation. These reports shall include an account of the recommendations that the Executive Committee has decided upon or taken to support the Confederation's purpose.
- 5.6 The General Assembly shall consider and approve the budget of the Confederation. The expenses of the Confederation shall be equitably borne by the members as apportioned by the General Assembly. The General Assembly shall consider and approve any financial and budgetary arrangements, examine the administrative budgets, and make decisions as required.

There will be no member cost but (when there no longer will be funds in CFPA International) a small Chapter cost covering needed expenses handling web updates etc. may be levied each year. This will not exceed \$500US a year and at any time only to cover documented costs.

The existing CFPA International funds will act as startup and initial working capital e.g. updating the web and changing the Statutes and Articles of Association.

- 5.7 The General Assembly shall run/develop the CFPA-I.org web focusing on promoting fire protection and directing visitors to the Regional Chapters and Regional Members' websites.
- 5.8 The General Assembly shall encourage member networking, e.g. every third year organise, in conjunction with a Regional Chapter, a member conference/workshop/networking event and a CFPA-I meeting (General Assembly) focusing on knowledge sharing and networking among members.
- 5.9 The General Assembly shall:
- act as overall umbrella uniting and branding the four regional CFPA chapters (Asia, America, Africa and Europe).
  - maintain international links.
  - act as a global network for the regional chapters and members; and
  - support Regional Chapter Members and Regional Members where necessary.
- 5.10 The General Assembly shall maintain Roster Consultative Status to the United Nations Economic & Social Council (ECOSOC).

The General Assembly shall provide input into international activities.

## **Section 6** **Appointed Directors of the CFPA International**

CFPA International will be managed by a Board

- 6.1 Each Regional Chapter shall appoint a representative appointed as Director. Regional Chapters with 10 qualified Chapter members or more may appoint a second representative to serve on the Board. [See Section 3.2 above]

Each Regional Chapter may appoint an alternative who will take over if the appointed representative is unable to attend a meeting or serve as board member. Alternative board members should attend Board meetings.

Appointed Directors and alternatives serve for a period of three years at a time. Appointed Directors and alternatives can be reappointed, and can at any time resign, and be replaced. This to be decided on by the regional chapter at any time and does not require endorsement by the General Assembly, a special meeting or the covering a joint meeting of CFPA International.

The Chairperson leads the board for a period of three years. The task as Chairperson and secretariat (responsible Chapter) will rotate as follows, Europe, Asia, America, and Africa. If a Region cannot or does not wish to assume the Chairperson, it will move on to the next Region.

The work of the board will be based on virtual meetings. The appointed Directors will report directly to the regional chapters.

The board and the Chapter responsible (host) shall arrange a conference/workshop/networking session in the respective area every third year. At the conference/workshop/networking, the board will hold a joint meeting to report to the regional Chapters and members about the work and progress. These meetings can coincide with the host Chapter's annual meeting if deemed appropriate.

The key Directors of CFPA International shall be the following:

- (a) Chairperson
- (b) Vice-Chairperson [Selected as member of next Chapter in Chair]
- (c) Secretariat; and
- (d) Treasurer.

The Vice-Chairperson will preferably assume the Chair at the end of the three-year period of the Chairperson.

## 6.2 Treasurer

The Treasurer will be chosen among the appointed directors by the board.

The Treasurer shall keep or cause to be kept accurate books of account, which shall be the property of the Confederation and shall render a statement of the Confederation's financial affairs to the General Assembly whenever they may require it.

At each regular meeting of the General Assembly, the Treasurer shall submit a complete written statement on his or her account as Treasurer since the last regular meeting of the General Assembly.

## 6.3 The Secretariat

*General.* The Secretariat shall be responsible for the administrative activities of the CFPA-I during the Chairpersons' term of office.

The Secretariat shall serve as the primary point of administrative contact for the CFPA-I.

The Secretariat shall act in that capacity in all meetings of the General Assembly, of the Board, and any subsidiary organs as directed.

The Secretariat will assist the Treasurer in the performance of his / her duties.

The Secretariat shall prepare a report for the Board to present to the General Assembly on the work of the Confederation.

## CHANGE OF STATUTES

Via Circulation to all Directors and Guarantors of the Company the following resolution was duly passed as a special resolution.

### SPECIAL RESOLUTION

That the New Statutes in the form of the attached document above be and hereby adopted as the Statutes of the Company in substitution for, and to the exclusion of, any existing Statutes of the Company.

### AGREEMENT

We, Being the Directors of the Company and entitled to vote on this special resolution, agree that this resolution be so passed

Name	Title	Signature	Date
Jesper Ditlev	Director	_____	_____
Steven Ooi	Director	_____	_____
Gavin Dunn	Guarantor Representative Managing Director Fire Protection Association	_____	_____

Notes:

1. To signify your agreement to this resolution please sign and date this document where indicated above. If you do not agree to the resolution, you do not need to do anything. You cannot be deemed to agree with the resolution if you have not replied.
2. If you agree to the resolution, please ensure that your signature is applied as instructed no later than 1<sup>st</sup> October 2025. If the resolution is not passed by this date, it will lapse.
3. Once given you cannot revoke your agreement.