

# THE SSEAYP INTERNATIONAL CHARTER

## PREAMBLE

We, the Alumni Associations of each country, being aware of the existence of the ties established among the countries through the Ship for Southeast Asian Youth Program (SSEAYP) that began in 1974, do hereby declare:

Our common intention to foster deeper friendship and mutual understanding;

Our common commitment to abide by the spirit and accomplishments fostered during the first Information Secretariat Conference and the subsequent General Assemblies held in the past years;

Our common confidence that the mutual cooperation so fostered shall make a significant contribution to the development of each country and their respective Alumni Associations as well as to the well being of former participants, members and people of all the nations concerned;

Our common awareness for the need to reinforce mutual cooperation linked to the SSEAYP International General Assembly; and

Our common desire that our activities contribute to developing ties and understanding for co-existence among nations and to strengthening peace, harmony and prosperity in the world.

Now therefore, we the Alumni Associations together agree to establish the following Charter for the establishment of an international organization of Alumni Associations.

## CHAPTER 1 GENERAL RULES

### Article 1: NAME OF ORGANIZATION

This organization shall be known as SSEAYP International.

### Article 2: PURPOSES

The primary purpose of SSEAYP International shall be as follows:

- 2.1 To create the opportunity for the reunion of former participants in order to realize our desire to promote lasting friendship, understanding and goodwill;
- 2.2 To help in the development of the activities of all the Alumni Associations through the exchange of information on a regular basis;
- 2.3 To contribute to society by planning and managing joint projects that respond to social needs;
- 2.4 To engage in activities that will generate funds to enable the achievement of the purposes stated in this article.
- 2.5 The secondary purpose of SSEAYP International is to invite, select and accept applications for membership from and to foster harmonious relationships with other organizations.

### Article 3: FUNDAMENTAL PRINCIPLES OF ASSOCIATION

- 3.1 SSEAYP International shall be a non-governmental organization.
- 3.2 Each Alumni Association shall enjoy equal status and rights.
- 3.3 Every Alumni Association shall abide by the obligations stipulated in this Charter.
- 3.4 SSEAYP International shall be non-political and non-sectarian in nature.

## **CHAPTER 2 MEMBERSHIP**

### **Article 4: CREDENTIALS FOR MEMBERS**

Alumni Associations that shall be permitted to join SSEAYP International from a given country shall be only those whose credentials have been accepted by the government of that country.

### **Article 5: COMPOSITION**

- 5.1 The SSEAYP International is a coalition council consisting of all Alumni Associations.
- 5.2 The membership of SSEAYP International is open to all Alumni Associations of participating countries of SSEAYP from ASEAN countries and Japan. The present members are:
  - a. Brunei Darussalam - Persatuan BERSATU (SI Brunei Darussalam)
  - b. Cambodia - SI Cambodia
  - c. Indonesia - SI Indonesia, Inc. (SI Indonesia)
  - d. Japan - International Youth Exchange Organization of Japan (IYEO)
  - e. Malaysia - KABESA (SI Malaysia)
  - f. Philippines - SSEAYP Alumni Associations Philippines, Inc. (SI Philippines)
  - g. Singapore - SI Singapore
  - h. Thailand – Association of the Ship for Southeast Asian Youth of Thailand (SI Thailand)
- 5.3 Any organizations, associations, or groups whose applications have been accepted by the Council of Presidents shall be considered as associate members without voting rights. The current associate member, who is approved by the Council of Presidents, is Vietnam Alumni Club of Youth Friendship Exchange Programs.

### **Article 6: NEW MEMBERS**

- 6.1 The Alumni Associations of any country that newly joins the SSEAY Program shall automatically be invited to become a member of SSEAYP International.
- 6.2 No individual or group that is not qualified under Article 4 of this charter shall be permitted to become a member of SSEAYP International.

## **CHAPTER 3 ORGANIZATION**

### **Article 7: ORGANS**

- 7.1 The Council of Presidents, a Secretariat of SSEAYP International and the SSEAYP International General Assembly shall be established as the main organs of SSEAYP International. The Council of Presidents shall consist of all the Presidents of the Alumni Associations and the Secretary General of SSEAYP International or their duly appointed representatives.
- 7.2 Ad-hoc committees may be established upon a decision of the Council of Presidents. Regulations shall be enacted for each ad-hoc committee established.

### **Article 8: SSEAYP INTERNATIONAL GENERAL ASSEMBLY (SIGA)**

- 8.1 SIGA shall be organized Annually by member Alumni Associations for the following purposes:
  - 8.1.1 To create opportunity for the reunion of former participants to promote lasting friendship, understanding and goodwill.
  - 8.1.2 To exchange information on activities of respective Alumni Associations and the Secretariat of SSEAYP International.
  - 8.1.3 The Secretary General shall inform Alumni Associations of the date, place and expenses for SSEAYP International General Assembly at least sixty days before the event.
- 8.2 The agenda for the annual SIGA shall include three parts as follows:

PART I: Council of Presidents meeting

PART II: Open Forum

1. SSEAYP International Secretary General's Report

2. Alumni Association's Report

3. Council of Presidents Meeting Report

4. Amendment of SSEAYP International Charter

5. Workshop and plenary session as proposed by the host country and endorsed by the Council of Presidents.

6. Any other activity needed to promote the SSEAYP International's objectives that will involve interaction with government and non-governmental organizations (NGOs) of the host country.

PART III: Organized Tour/Homestay/Social Service Projects proposed by host country.

8.3 The hosting country of SIGA is basically open to members of the SSEAYP International. Only in case the Council of Presidents unanimously agrees, the associate member is eligible to host SIGA.

#### **Article 9: COUNCIL OF PRESIDENTS**

9.1 The Secretary General shall inform member Alumni Associations of the agenda, date, place and expenses of the Council of Presidents at least forty days before convening a meeting of the Council of Presidents.

9.2 Authority and Quorum

9.2.1 The Council of Presidents is the highest authority of the SSEAYP International.

9.2.2 The Council of Presidents is in quorum when more than one half of the member Alumni Associations are present.

9.3 Power and Duties

9.3.1 The Council of Presidents shall review and make recommendations about any matter within the scope of this Charter.

9.3.2 The Council of Presidents may make recommendations to the Secretariat or an Alumni Association but shall not have the right to violate the right of self-determination and independence of member Alumni Association.

9.3.3 The Council of Presidents shall have the right to sanction any member Alumni Association which is in gross violation of its obligations under this charter. Any Alumni Association sanctioned may appeal for a lifting of such sanction. The Council of Presidents shall consider such appeals as they are put forth.

9.3.4 Information on activities of the respective Alumni Associations shall be exchanged in the Council of Presidents meeting.

9.4 Decision Making

9.4.1 Each member Alumni Association shall have one vote in the Council of Presidents.

9.4.2 All decisions of the Council of Presidents shall be by full vote of member Alumni Associations, with the exception of decisions pursuant to 9.3.3 of this article in which case the representative of the Alumni Association being held culpable shall not have the right to vote.

9.5 Session Term

9.5.1 Meetings of the Council of Presidents shall be held at least twice a year.

9.5.2 Any two Presidents of Alumni Associations or the Secretary General may request to convene a special meeting of the Council of Presidents.

9.5.3 A meeting of the Council Presidents shall be chaired by the President of the host Alumni Association or his/her duly appointed representative.

9.6 Chairperson

The Council of Presidents shall adopt procedural regulations for each session and the Council shall be chaired by an official of the host Alumni Association.

9.7 Proposal of Agenda

Any member Alumni Association may submit an agenda in writing to the Secretary General sixty days before a session, but this provision for prior submission shall be waived in the event of emergencies.

## **Article 10: THE SECRETARIAT**

- 10.1 General rules
  - 10.1.1 The Secretariat shall execute the general affairs of SSEAYP International. The Secretariat shall be established in the country of residence of one member Alumni Association upon the approval of the Council of Presidents.
  - 10.1.2 The Secretary General shall represent the Secretariat.
- 10.2 Duties of the Secretariat

The duties of the Secretariat shall be as follows:

  - 10.2.1 To gather and disseminate information.
  - 10.2.2 To convene and execute meetings of the Council of Presidents and the General Assembly.
  - 10.2.3 To manage joint projects, assisted by two Deputy Secretary General and Project Chairmen appointed by COP. The term of office of such appointments shall be for 2 years unless stated otherwise by COP.
  - 10.2.4 To take charge of documentation.
  - 10.2.5 To manage financial affairs.
  - 10.2.6 To enforce recommendations as regulated in Article 16 Sub-Section 2.
  - 10.2.7 To perform other duties as recommended by the Council of Presidents.
  - 10.2.8 To delegate tasks to the elected deputy Secretary General in consultation with COP.
- 10.3 Term of Service
  - 10.3.1 The term of office of the Secretary General and his/her deputies shall be for two years. Nothing contained herein shall preclude the re-appointment of a Secretary General to succeeding term of office. The term of office of the Secretary General shall be concurrent to the term of the Secretariat upon approval of the Council of Presidents.
  - 10.3.2 The Secretary General shall be appointed from the Alumni Association which is selected by the Council of Presidents. The Secretary General nominated by the selected Alumni Associations shall be endorsed by the Council of Presidents.
  - 10.3.3 The COP shall place two (2) Deputy Secretary Generals to assist the Secretary General in the disposal of his/her functions. The COP shall appoint one Deputy Secretary General from among the members alumni associations, which are not currently in charge of the Secretariat. The COP appoints the other Deputy Secretary General, who may come from the same country of the Secretariat.

## **CHAPTER 4 OBLIGATIONS AND RIGHTS**

### **Article 11: OBLIGATIONS**

All member Alumni Associations shall have the following obligations under this Charter:

- 11.1 To send one delegate to the Council of Presidents meeting in case the President is unable to attend.
- 11.2 To perform the duties of the Secretariat according to this Charter, including duty as Deputy Secretary General of SI and Joint Project Chairman for Travel Network, Computer Network, HR Network, Cultural Network etc.
- 11.3 To abide to the rules and regulations approved by the Council of Presidents.
- 11.4 To file reports of activities to the Secretariat on a regular basis.
- 11.5 To cooperate with the Secretariat.
- 11.6 To cooperate with other member Alumni Associations.
- 11.7 To sent one delegate to the SSEAYP International General Assembly (SIGA).

### **Article 12: RESPONSIBILITY**

- 12.1 The Secretariat shall be informed of the name of the representative of each Alumni Association, who may be the President of Alumni Association, to the SSEAYP International.

- 12.2 The address of the Secretariat and name and address of the Secretary General shall be provided to every member Alumni Association including the appointed SI Activity Co-ordinator shall be provided to every member Alumni Association.

### **Article 13: RIGHTS**

Member Alumni Associations shall have the following rights under this Charter.

- 13.1 To participate in, speak at, propose motions to and vote in the Council of Presidents.  
13.2 To propose agenda for consideration by the Council of Presidents.  
13.3 To be given access to information by the Secretariat.  
13.4 To ask for the cooperation of SSEAYP International and Alumni Associations to secure participation as Project Chairperson appointed by COP.

## **CHAPTER 5 FINANCIAL AFFAIRS**

### **Article 14: GENERAL RULES**

- 14.1 The source of revenue of SSEAYP International shall be membership fees paid by Alumni Associations and donations.  
14.2 Each Alumni Association shall pay an annual membership fee to the SSEAYP International.  
14.3 Fund raising activities of SSEAYP INTERNATIONAL and membership fees of associate members will be initiated upon the approval of the Council of Presidents.  
14.4 Donations, revenue and sponsorship from other sources will be considered by the Secretary General provided that there are no attached conditions or commitments that jeopardize the objectives of SSEAYP International. The Secretary General shall report these sources of revenue to the Council of Presidents for approval.  
14.5 The Secretariat shall give consideration to substantial equality of financial burden borne by each member Alumni Association. Exceptional financial cases such as special measures for membership fees shall require the approval of the Council of Presidents.  
14.6 Collection of the membership fee of the associate member will be decided by the Council of Presidents Meeting.  
14.7 Subsidy in any case shall require the approval of the COP and its implementation shall be limited to SI common activities.

### **Article 15: SPECIAL ACCOUNT**

- 15.1 A Special account may be put aside for activities which require special revenue such as joint projects. The Council of Presidents may raise funds for SSEAYP International. The establishment of a special account or fund shall be accompanied by the nomination of person responsible for such an account who shall report to the Council of Presidents.

### **Article 16: FISCAL YEAR**

The fiscal year of SSEAYP International shall begin on the first of January and end on the 31st of December of each year.

## **CHAPTER 6 MISCELLANEOUS PROVISIONS**

### **Article 17: AMENDMENTS**

Amendments to this Charter shall be adopted by an affirmative vote of the Council of Presidents.

### **Article 18: OFFICIAL TEXT**

English shall be the official language of this Charter.

**Article 19: RATIFICATION AND SIGNATURE**

- 19.1 This Charter shall be ratified by the signatories of the Alumni Associations in accordance with the respective rules of each Alumni Association.
- 19.2 Ratification by each Alumni Association shall be deposited with the Secretary General.
- 19.3 This Charter shall come into force among the Alumni Associations upon ratification by all Alumni Associations.
- 19.4 The ratification will be done in the last week of March 1997.

IN FAITH WHEREOF, the Council of Presidents have signed the present Charter.

Revision records:

The SI Charter was first endorsed in 1987

Revised 1/1994 Done at Tokyo during SIGA Japan COP.

Revised 2/1997 Done at Tokyo on February 28, 1997.

Revised 3/2002 Done at Tokyo on May 19, 2002.

Revised 4/2003 Done at Tokyo on May 9, 2003.

Revised 5/2004 Done at Kuala Lumpur during SIGA Malaysia COP.

Revised 6/2005 Done at Hanoi during SIGA Vietnam COP.

Revised 7/2006 Done at Bandar Seri Begawan during SIGA Brunei Darussalam COP.

Revised 8/2008 Done at Tokyo on March 12, 2008