



Royal United Services Institute of Australia Incorporated (RUSI)

ABN 83 657 442 244

CONSTITUTION OF THE ROYAL UNITED SERVICES INSTITUTE OF AUSTRALIA INCORPORATED AS AMENDED ON FRIDAY, 15 OCTOBER 1999, WEDNESDAY, 15 NOVEMBER 2000, AND RATIFIED ON TUESDAY, 13 MARCH 2001; FURTHER AMENDED ON 4 SEPTEMBER 2001 AND RATIFIED ON 14 SEPTEMBER 2001; AMENDED AGAIN ON 8 OCTOBER 2003 AND RATIFIED ON 23 DECEMBER 2003; FURTHER AMENDED ON 17 MAY 2007 AND RATIFIED ON 12 OCTOBER 2007

Interpretation

1.
 - a. “The Council” means the Council of the Institute duly elected to manage the affairs of the Institute.
 - b. The terms “Secretary” and “Treasurer” mean the persons duly elected to these offices, or any other persons appointed to act in these offices by the Council, should a vacancy occur through retirement, resignation, dismissal or temporary absence.
 - c. “Month” means a calendar month.
 - d. Words importing the masculine gender also include the feminine gender.
 - e. Adult means any person over the age of eighteen years.

Name

2. The name of the Institute shall be the Royal United Services Institute of Australia Incorporated, (hereinafter referred to as “the Institute” or the “RUSI of Australia”).

Composition

3. The Institute shall be a federation of State and/or Territory organizations, each being self governing.

Aim

4. The aim of the Institute is to promote informed debate, and to improve public awareness and understanding of, defence and national security.

Policy as to Views and Studies

5. Except when conducting specific studies or investigations which are based upon special presumptions or hypothetical situations, the Institute shall not proclaim, formulate or subscribe to any particular position or view on strategic or defence matters.

6. The Institute may accept the invitation of any organ of government, of any public or private institution or of any individual to conduct any special study or investigation of strategic or defence matters.

Patron

7. The Institute shall invite His Excellency the Governor-General to be its Patron.

The National Council of the Institute

8. The Institute shall have a National Council which shall consist of one delegate from each State/Territory Constituent Body, together with the National President (vide Article 9), two National Vice Presidents, one of whom shall be elected by the National Council, and the other appointed by the Chief of the Defence Force as his representative, and the National Secretary and National Treasurer, who shall be elected by the National Council.

9. The National Council shall elect annually one of its members to be the Institute's National President, or alternatively may elect a senior ADF officer, serving or retired, who is a member of a Constituent Body of the RUSI of Australia and has performed outstanding service to the Institute and the nation; and such person, subject to re-election, may serve for a period of four consecutive years, or such period as may be decided by the Council, after which time that person shall not be eligible for re-election as National President until after the expiry of one year.

10. The National Council shall elect a National Secretary, a National Treasurer and any other officers who may be required for the conduct of its affairs. These officers may be paid honorariums if the National Council considers it appropriate. The National Council shall also appoint an Honorary National Auditor who shall be paid an honorarium.

11. The Committee of the National Council shall comprise the National President, the National Secretary and the National Treasurer, who shall meet at least three times in each calendar year at such place and time as the Committee may determine. The National Council may appoint sub-committees and may co-opt members of Constituent Bodies or other persons to serve on these sub-committees.

12. The National Council shall meet at least once each calendar year at a place and time to be mutually agreed by its members. Each Constituent Body shall be notified in writing of the place and date of the meeting at least one calendar month before the meeting and also of the business to be discussed. At meetings of the National Council a delegate from each of five Constituent Bodies must be present to constitute a quorum.

Voting in the National Council

13. All matters except for those referred to in Article 14, shall be decided by a simple majority. The National President shall have a casting vote.

14. For matters concerned with the distribution of income accruing to the Institute as a whole, (vide Article 16e), and those matters concerned with the levying of charges on Constituent Bodies (vide Article 16f), an affirmative vote of three quarters (3/4) of those present is required.

15. Should the necessary majority not be achieved, then both the apportioning of the income accruing to, and the charges to be levied on, Constituent Bodies shall be on a “per capita” basis. For this calculation, only those members who are financial or life members on the 30th June of the previous financial year shall be included.

Functions of the National Council

16. The functions of the National Council shall be:

- a. to provide general policy guidance on the conduct of the affairs of the Institute;
- b. to consider such matters as are referred to it by its Constituent Bodies;
- c. to co-ordinate and where required manage national activities of the Institute such as the conduct of seminars, the publication of a national journal, and the provision of visiting lecturers;
- d. to arrange representation of the Institute in negotiations with the organs of government and other organizations including the United Services Institutes or equivalent bodies of other countries;
- e. to allocate to Constituent Bodies due portions of income accruing to the Institute as a whole, including that from any Government grants (vide Articles 14 and 15);
- f. to levy charges on Constituent Bodies for proper purposes, (vide Articles 14 and 15);
- g. to authorise the admission or severance from the Institute of Constituent Bodies, in accordance with this Constitution.

Financial Year

17. The financial year for the Institute shall be from 1 July to 30 June.

Foundation Constituent Bodies

18. The Foundation Constituent Bodies of the Institute were:

- a. the United Service Institute of Queensland (now Royal United Service Institute Queensland Incorporated)
- b. The United Service Institution of New South Wales (now The Royal United Service Institution of New South Wales Incorporated)

- c. the United Service Institution of Victoria (now Royal United Services Institute of Victoria)
- d. the United Services Institute of Tasmania (now Royal United Service Institute of Tasmania)
- e. the United Service Institution of South Australia (now Royal United Services Institute of South Australia Incorporated)
- f. the United Service Institution of Western Australia (now Royal United Services Institute of Western Australia)
- g. the United Service Institution of the Australian Capital Territory (now United Service Institution of the Australian Capital Territory Incorporated)”

19. The United Services Institute of the Northern Territory was admitted to membership as a Constituent Body of the Royal United Services Institute of Australian Incorporated on Tuesday, 4 September 2001.

Rules

20. The National Council may make rules not inconsistent with this Constitution for the conduct of its affairs.

Membership of Constituent Bodies

21. Membership of Constituent Bodies shall be available to persons in sympathy with the aims of the Institute and who will make a positive contribution to it, and who have been proposed and properly elected in accordance with the rules of the Constituent Bodies concerned.

22. There shall be reciprocity of membership between Constituent Bodies.

Amendment of the Constitution

23. The National Council will refer any proposed amendment(s) to all Constituent Bodies for their approval or rejection.

24. Constituent Bodies will determine their decision on the proposed amendment(s) in accordance with their own Constitutions, Rules and By-Laws and will report their decision to the National Council by a date to be determined by the National Council.

25. A three quarters (3/4) majority of the Constituent Bodies will be required to approve changes in the Constitution.

Inconsistency Clause

26. Any provision in the Constitution of a Constituent Body which is inconsistent with this Constitution is to that extent null and void.

Application and Distribution of Assets and Income

27. The assets and income of the Institution shall be applied solely in furtherance of its objectives and no portion shall be distributed directly or indirectly to the members of the organisation except as bona fide compensation for services rendered or expenses incurred on behalf of the Institution.

Dissolution

28. In the event of the Institution being dissolved, the amount which remains after such dissolution and the satisfaction of all debts and liabilities, shall be paid and applied by Council in accordance with their powers to any body with similar objectives which is a non-profit organisation.

Common Seal

29. a. The Common Seal of the Institute shall be kept in the custody of the National Secretary;
- b. The Common Seal shall not be affixed to any instrument except by the authority of the Council and the affixing of the Common Seal shall be attested by the signatures either of two members of the Council or of one member of the Council and the National Secretary.

Secretary

30. The Secretary is the Public Officer of the Institute and is responsible to the Council for the general administration of the affairs of the Institute. He shall keep Minutes of the Meetings of the Council and such other records as the Council may decide. He shall keep the Constitution current and have available a copy for inspection by members. The Secretary shall notify members of the planned activities of the Institute. He may be assisted by such other members as the Council may decide.

Duties of the Honorary Treasurer

31. The Honorary Treasurer shall keep the accounts of the Institute and shall be responsible for the prompt banking of all monies received and for such disbursements as the Council may from time to time approve. He shall as soon as possible after the thirtieth day of June in each year prepare a Statement of Accounts and Balance Sheet as at that date, and shall submit them and such other records as may be required for audit to the Honorary Auditor.

Honorary Auditor

32. A suitably qualified person shall be appointed as Honorary Auditor at the Annual General Meeting. He shall examine the books and accounts of the Institute and shall certify and report on the Statement of Accounts and Balance Sheet which shall be presented to each Annual General Meeting.