

The association of physicians(doctors) in general medicine / family  
medicine in Southeast Europe in Skopje

Statute  
of the association of doctors in general medicine / family medicine in South  
Eastern Europe in Skopje  
(revised text)

Skopje ,2011

Pursuant to Article 17 of the statute of the association of doctors in general medicine / family medicine in South Eastern Europe Skopje, the Assembly of the association at the session held on 10.01.2011 adopted the following:

Statute  
of the association of doctors in general medicine / family medicine in South  
Eastern Europe in Skopje  
(revised text)

I. General Provisions

Article 1

The association of doctors in general medicine / family medicine in South-east Europe in Skopje is an association of doctors, established on the basis of free and voluntary association to meet their personal and common goals and interests and achieve the objectives and tasks provided by this program and statute.

The association is non-political, non-governmental and non-profit association that acts on the territory of South Eastern Europe.

Article 2

This statute regulates the name, seat, objectives, activities that achieve the objectives, the manner of decision on behalf of the membership, exclusion and termination of membership in the association, rights, obligations and responsibilities of members of the association, the type of bodies and their composition, methods of selection and dismissal, their term of office of members of organs and the manner of decision-making, representation in law, manner of acquisition and disposal of assets, a way of making financial and other reports, ways of accomplishing publicity and accountability in the work, a way of passing and amending the statute, termination of the association, ways of making plans and programs, handling funds and property in the event of termination of the Association, the sign and symbol of association, internal organizational forms, methods of resolution of contentious issues, conflict of interest and other issues of interest to the work of the Association.

### Article 3

The founders of the association of doctors in general medicine /family medicine in Southeast Europe based in Skopje:

1. The Association of general practitioners of the Republic of Macedonia;
2. The Association of general practitioners of the Republic of Serbia;
3. The Association of general practitioners of the Republic of Bulgaria;
4. The Association of general practitioners of the Republic of Montenegro;
5. The Association of general practitioners of the Republika Srpska;
6. The Association of general practitioners of the Republic of Bosnia and Herzegovina.

### Article 4

The association is a legal entity with rights and obligations arising from the constitution and laws.

The acting is public, and informing and mutual communication of membership will be accomplished through conferences, congresses, assemblies, through electronic and printed medical reviews, publications, press releases and more.

## II. Name and location of the association

### Article 5

The name of the Association is in Macedonian and English:  
The Association of doctors in general medicine / family medicine in Southeast Europe based in Skopje (here referred association):

Abbreviated name of the association is AGPFMSEE- Skopje  
-Association of general practise family medicine of South-East Europe.

The headquarters of the association in Skopje Vladimir Komarov street No. 40 / 6

### Article 6

The association has its own seal and stamp.

The seal is round and contains the name of Macedonian and English on the association of doctors in general medicine /family medicine South East Europe in Skopje.

The seal of the association is rectangular and the following text is written in Macedonian and English.

Association of general practitioners / family medicine in South East Europe in Skopje  
--Association of general practise- family medicine of South-Est Europe  
with space for number and date, year and Skopje.

### III. Goals and objectives of the association

#### Article 7

The main task of the association is the study and advancement of medical science and thought, based on evidence, education of its membership and improving the professional knowledge.

#### Article 8

The associations of doctors in general medicine are affiliated to the Association to meet their personal and common goals and interests, and as specific goals and objectives are:

1. The association will strive to promote study and promotion of main standards of training, practice and patient care by doctors in general medicine / family medicine in the territory of South East Europe;

2. To define the role of the doctor of general medicine / family medicine in the health system;

3. To promote ethical, scientific, professional, social and economic interests of doctors in general medicine / family medicine in South East Europe;

4. To determine the general attitudes of the members and represent a safe bridge to the relevant European authorities and international organizations;

5. Working with other European medical organizations such as Wonka, Standing Committee of physicians of Europe, WHO and other ;

6. To strengthen the position of the profession in Europe in order to achieve the highest possible standards in education, ethics, patient care;

7. To be the leading medical organization representing doctors of general practice / family medicine in Europe, to be recognized by others and in his work to be active and have a representative role;

8. To deal with professional issues and to participate in organizing and conducting education of its membership, to enhance their knowledge;

9. Mutual communication of membership will be accomplished through conferences, congresses, annual meetings and other forms of communication;

10. To carry out publishing activities by printing of medical examinations, publications and press releases;

11. The work of the association to be made public and to inform regularly its members with the decisions, changes and decisions that are made;

12. To carry out research in various areas of medicine relevant for the countries of South East Europe;

13. To organize popular lectures;

14. Equipping and modernization of the office premises of the association;

15. To organize the annual meeting of the association;

16. The association will strive to increase the number of its members;

17. Amendments to the statute of the association and making other required acts;

18. Will take other measures and actions for achieving the goals and objectives of the association;

19. Collaborating with other companies and associations that have the same or similar goals;

20. Stimulates the activity of membership in achieving the goals and objectives of the association.

## Article 9

To achieve its goals and objectives the Association shall be equipped with the necessary equipment for the imminent realization of its goals and objectives.

## IV. Bodies of the association

### Article 10

Bodies of the association are: Assembly, Board and Supervisory Board (committee).

### Article 11

The Assembly is composed of three members from each member association. Assembly is the supreme body of the association. The Assembly meets as required (if necessary) and at least once a year.

### Article 12

Meeting of the Assembly convened by the President of the Assembly. Assembly shall be convened upon proposal of the board of the association or one half of the total number of Assembly members.

If the President of the Assembly does not call a session within 30 days of a proposal, the session shall be convened by the board or the initiators.

### Article 13

Assembly of the Association chooses members of the Board from its members and the Board is the executive organ of the Assembly.

### Article 14

Assembly validly decides if more than one half of the total number of members are present.

The Assembly makes decisions by majority vote of members present.

### Article 15

Regular sessions of the association are scheduled annually with an aim to review the report for the work of the association and the financial report of the association. The session of the parliament is called by the President of the Association at least 30 days before the day of the session.

## Article 16

The association has one representative who is appointed as a president of the association.

Assembly elects the president of the association with a mandate for a period of 4 (four) years with an option for further selection.

The president of the association by function is the President and member of the Board.

## Article 17

The responsibility of assembly is the following:

-Adopts the statute of the association and make changes and additions to the statute;

-adopts the program and other acts of association;

-adopts the annual report and financial report and publishes it on its website;

-makes a plan and guidelines for working;

-adopts the annual accounts and financial plan;

-elects and dismisses members of the association;

-makes decisions, conclusions and recommendations to resolve issues of interest to the association;

-decides for establishing of companies;

-decides for changing the purpose of the association;

-decides for the internal organization and the organizational forms of the bodies of the association;

-decides for status changes of the association;

-decides for termination the association with two-thirds majority vote of all members of the association;

-decides for merging or splitting from other associations and unions and for membership in international organizations;

-concludes admission of the new members and termination of membership;

-decides on other issues that are not under the competence of other bodies of the association;

-performs other activities according to the statute and laws and other acts of the association.

## Article 18

The board of the association is the executive organ of the assembly in which every member has equal rights, obligations and responsibilities for work and development of the association according to the statute.

## Article 19

The Board is composed of two representatives from the members of the association. For naming of board members of national associations -members shall have to inform the President or the Secretary of the association.

The mandate of the board members last 4 (four) years with an option for another re-election.

The Board meets if necessary and at least once a year at the suggestion of the President or at request of two members of the association.

## Article 20

The board is responsible to the assembly of the association, for their work .

## Article 21

Decisions of the Board are valid if at least half of the present members have voted for them.

The board can work if at least 4 (four) members and the president or the vice president of the board are present.

## Article 22

The competences of the board are:

- implements statutory and program tasks of the association as well as decisions and conclusions of the assembly;
- adopts and implements an annual work program;
- proposes amendments and supplements of the statute;
- makes appropriate rule books, accepts agreements and treaties;
- convenes meetings of the assembly and prepares materials;
- makes decisions for the establishment of permanent and temporary committees and guides their work;
- makes decisions for awards, certificates and awards;
- prepares annual or periodic report on its work;
- receives new members of association;
- makes decisions for the membership fee and registration fee;
- prepares financial reports and the calculation of the income and costs;
- performs other activities that arise from the needs of the statute of the association.

## Article 23

The Supervisory Board consists 3 members.

The Assembly elects the members of the Supervisory Board with a two-thirds majority of members present. The Supervisory Board elects a President from its ranks.

The mandate of the members of the Supervisory Board lasts two years.

Members of the the supervisory board can not be members of the board.

## Article 24

The Supervisory Board monitors the implementation of the statute and the program, takes care for the work and assets of the association and performs other activities as determined with the statute.

The Supervisory Board is supervising the financial operations of association and gives opinion on the financial report to the assembly of association.

The Supervisory Board has the right to call a session of the Assembly on issues from its scope of work.

## Article 25

With two-thirds majority of the present members, the Assembly shall adopt the following decisions:

- change of the statute;
- election of the President of the association;
- election of Management and Supervisory Board.

## V. Management of association

### Article 26

The membership manages the association, either directly or through their representatives in the organs. Despite the authorities association has a president, vice president, secretary and treasurer.

Rights and duties of the members are:

- to elect and to be elected in the bodies of the association;
- to suggest solutions to issues of common interest;
- to work on developing and promoting of the interests and activities arising from statute, program goals and objectives and the adopted decisions and conclusions;
- to implement fully the provisions of the statute and the program activities;
- да ги застапува интересите и ставовите на асоцијацијата;
- to represent the interests and attitudes of the association;
- to require technical and other assistance from the Association;
- to pay membership fee;
- to protect assets and reputation of the company.

### Article 27

The president is elected with a mandate of 4 (four) years with a possibility for further election and if members of the association do not have its own proposals, previously selected person remains in office for the next 4 (four) years.



The election of the president is with public vote and the decision to choose the President is adopted by a two thirds majority from the present members at the assembly.

The President is the representative of the association.

The President may be changed from the function if this is proposed by member of the the association, which proposed him, or if the board is not satisfied with his work. Proposal is submitted to the board and the decision is valid if it voted two-thirds from the members of the association. If the President from any reason is unable to perform his duty, he is substituted by the vice president. If the vice president is unable to perform this function, the new president will be elected by the Board, on the proposal of the member hosts.

The duty of the President is to implement the decisions of the board, to prepare meetings of the board, to guide and coordinate the activities of the association, to maintain contacts of the association with relevant European associations.

The President represents the association, works in the name of the association, has full right to sign documents and the written correspondence, to convene and lead meetings, takes care of implementation of decisions, is responsible for ensuring publicity in the work and in everything associated with the board. Every legal document of the association is signed by the President, including financial documents.

#### Article 28

Vice-President is elected with a mandate of 4 (four) years with a possibility for re-election.

The vice President is proposing the president and the board elected.

Vice-President may be changed from the function if this is proposed by a member of the association who proposed the vice president or if the Board is not satisfied with the work. Proposal is submitted to the board and the decision is valid if it is voted by two-thirds from the members of association.

If the president is unable to place his duty of any reason, the Vice-President replaces him/her. If for any reason the vice president can not place his duty, the national organization from where the vice President comes, in accordance with the Board, should choose another representative for that function. The duty of the vice president is to assist the president in the analysis and planning activities of the association, to carry out tasks that will be delegated by the president, to implement the decision of the board, to prepare meetings of the board, to guide and coordinate the activities of association, to maintain contacts with relevant association.

#### Article 29

Administrative, professional and other issues for the association will be carried out by the secretary of the association.

The Secretary is elected with a mandate of 4 (four) years with a possibility for re-election.

Secretary may be changed from the function if this is proposed by a member of the association, which has proposed him or if the board is not satisfied with the

work. Proposal is submitted to the board and the decision is valid if it voted two-thirds of the members of the association.

The secretary will be nominated by the president and named by the board.

The secretary can not take executive functions if the president, either temporarily or permanently can not place his duty. This should be taken over by the vice president.

Secretary of the association leads and responds for the work of the professional service, preparing materials for the session, edits the ongoing administrative matters, prepare reports and checks and sign the report from the meetings and perform specific tasks by order of the President. Duties of Secretary is to implement the decision of the board, to prepare the meetings of the board, to guide and coordinate the activities of the association, to maintain contacts with relevant European associations.

### Article 30

The treasurer of the association is elected with a mandate of 4 (four) years with a possibility for re-election.

The treasurer may be dismissed from the function if this was proposed by a member of the association which proposed him, or if the board is not satisfied with his work. The proposal is submitted to the board and the decision is valid if voted by two-thirds from the the members of the association

The treasurer will be nominated from the president and named by the board.

The treasurer can not take an executive function if the president temporarily or permanently can not perform his duty. The duty will be taken over by the vice president.

The treasurer manages the financial operations in accordance with the applicable regulations and the adopted financial plan. The treasurer signs financial documents, prepares and proposes an annual financial statement, draws up an annual balance sheet and performs other duties arising from the scope of its operations.

### Article 31

Except in rare cases, all officials of the association must be physicians who work in practice (doctors in general practice /family medicine, specialists in general medicine / family medicine).

## VI.Financing of the the association

### Article 32

The Association is a non-profit organization.

The association realizes funds from:

- membership fee is determined on percentage based on the number of inhabitants of the state and on the basis of predicted expenditures of the previous year;
- donations;
- sponsorship;
- voluntary contributions;
- gifts (in cash, goods, property rights);
- bequests (wills);
- legates;
- activities that gains profit;
- rents and leases;
- income from investments;
- dividends;
- interest;
- other income in accordance with the law and statute.

Association can receive funds from the State budget (budget of Republic of Macedonia), the budgets of municipalities, the municipalities of Skopje and the city Skopje.

#### Article 33

The schedule of assets of the association gained on the basis of the previous Article shall be performed in a manner determined with the this statute and other legal norms.

#### Article 34

Financial asset of the association are used for achieving the objectives of the association defined by statute and program of the association.

For using and handling of the assets of the association, bodies under powers provided with this statute make decisions.

Association brings an annual financial plan for the incomes and costs of the association.

Employees of the association have the right of the salary and benefits according with law and collective agreement.

The work of the association is voluntary and members of the bodies may receive compensation for travel and daily expenses, as well as the compensation for performing work in the association in accordance with law.

### VII. Representation and advocating of the association

#### Article 35

The association is represented in the legal trade and to third parties in the public by the president of the association or the deputy in his absence.

## VIII. Membership in the association

### Article 36

Membership will be open to all individual members of national, nongovernmental, independent organization that represent physicians in general medicine from each country of southeast Europe. Except in special cases, officials of the association – members must be doctors of general medicine / family medicine active in medical practice.

The application for admission of a member of the Association after a doption of the statute is handed to the President of the association who shall inform the other members. If the national association of doctors in general medicine / family medicine also requires, the board may authorize associate membership or observer status.

Representatives of associated members and observers at the meetings of the association have the right to discuss but not to vote. The associated members and observers will bear the expenses of the association as the Board decides.

When a new national organization was admitted as a member or associate member observer, the criteria for contributions will be applied and sent the confirmation of the Board.

### Article 37

Member who leaves the association for any reason has to pay the entire fee for the year and respond to all requests by the association.

### Article 38

Members that will not to pay full annual fees until the spring of the current year will be warned within three months to pay the obligations. If the obligations are not fulfilled, the members will be automatically suspended from membership until payment of the obligation.

Association for its members maintains a register of membership, which is updated annually and issues membership cards.

### Article 39

Membership in the association may be terminated voluntarily, by excluding and deleting of the records.

Exclusion of members of the association is made if they do not respect the basic principles established by the statute of the association and other acts, and their behavior undermines the reputation of the association.

Deleting from the records, of the member of the association is performed if the member is not active or does not participate in the work of the association.

Exclusion of members and their removal from the records of the association is made by adopting of special decision of the assembly.

#### Article 40

For honorary members of the association, persons, regardless of their citizenship, who in their professional, social and other activities have special merit, may be chosen.

The provisions for the regular members do not refer to honorary members.

### IX. Establishing public and transparent work of association

#### Article 41

The work of the association is public.

Publicity of the work is ensured by regular reporting of the members of the association for all forms of the work with an insight into the implementation of the program tasks by reporting on the work of the bodies of the association of material - financial performance and transparent publication of the statute and other acts of the association in accordance with the statute of the the association. The association is obligated on its website or otherwise to publish annual reports for the work and no later than April 30th for the previous year.

#### Article 42

The bodies of the association can work on closed session if so decided by two-thirds majority of present members of the body.

President of the association is responsible for notifying the membership through the declarations made at meetings and to inform the public about the work and decisions of the association via announcements made in the media.

## X.Termination of the association

### Article 43

Association will stop working if this is a decision of the members of the association or if the number of members is reduced under the number needed for establishment, or if reasons established in Article 63 of the Law on Associations and Foundations occur,

Decision on termination of the association is made by the Assembly by two-thirds majority of members of the association.

### Article 44

After the termination of the work of the association, the property rights and other earnings that remain after the settlement of the obligations will be transferred to a charity.

If the termination of work of the association is of temporary nature, the property of the association with a specific decision is given on keeping by appropriate Medical Association.

With funds that remain after payment of the obligations, the liquidator shall act in accordance with law and statute of the association.

With decision by the assembly of the association in the association may incur statutory changes which means acquisition, merger and division of the association in accordance with law and statute.

## XI.Closing regulations

### Article 45

Changes and amendments of this Constitution is made by the same procedure as its adoption.

### Article 46

This Statute shall enter into force on the date of adoption.

When this Statute enters into force, the statute No.02 from 07.10.2003 will be repealed.

Assembly of the association  
President  
Primarius Dr. Ljubin Shukriev

Ho.  
Skopje 10.01.2011