

S T A T U T E S
OF
PSYCHOSOCIAL ONCOLOGY ASSOCIATION

I. General Provisions

1. Name of the Association: Psychosocial Oncology Association (Psichosocialinės onkologijos asociacija).
2. The definitions used in this Statutes shall be as follows:
 - 2.1. ‘The Association’ means the Psychosocial Oncology Association (Psichosocialinės onkologijos asociacija);
 - 2.2. ‘The Statutes’ means the Statutes of the Association;
 - 2.3. ‘Full Members of the Association’ means voting full members;
 - 2.4. ‘Associate Members of the Association’ means voting members;
 - 2.5. ‘The Honorary Members of the Association’ means non-voting honorary members;
 - 2.6. ‘The Meeting’ means a general meeting of members;
 - 2.7. ‘The President’ means the President of the Association;
 - 2.8. ‘The Chairperson of the Association’ means the Chairperson of the Council;
 - 2.9. ‘The Council’ means the Council of the Association;
 - 2.10. ‘The Auditor’ means the Auditor of the Association;
3. The Association shall be a public non-profit legal entity of limited civil liability, legal form of the entity shall be an association. The Association may have a status of a beneficiary of support and sponsorship.
4. The Association shall carry on its activities around the territory of the Republic of Lithuania.
5. The Association shall operate in compliance with the Constitution of the Republic of Lithuania, the Civil Code of the Republic of Lithuania, the Law on Associations of the Republic of Lithuania, other legitimate acts, and ground its activity on its Statutes.
6. Following the procedure provided for by laws the Association shall have accounts in credit institutions, and its seal.
7. Period of activities of the Association shall be of unlimited duration, its financial year shall be a calendar year.
8. The Council shall define the symbols of the Association, as well as a procedure of their use and limitations.
9. Registered office of the Association shall be situated at Santariškių St. 1, 08660 Vilnius.

II. Fields of Activities, Purposes and Targets of the Association

10. The Association shall operate in fields of medicine, public health, research, education and social activities.
11. Purposes of activities of the Association shall be as follows:
 - 11.1. to develop the field of psychosocial oncology in Lithuania;
 - 11.2. to aim to ensure better life quality for oncological patients in psychosocial field.
12. Targets of activities of the Association shall be as follows:
 - 12.1. to concentrate strengths of all experts working with oncological patients;
 - 12.2. to provide psychosocial services to oncological patients and their relatives as well;
 - 12.3. to arrange professional assistance to experts working with oncological patients;
 - 12.4. to prepare and implement projects, programs and events in field of psychosocial oncology;
 - 12.5. to prepare and issue educational literature, periodic and single circulation publications;
 - 12.6. to educate society, form proper provisions on urgent problems of psychosocial oncology;
 - 12.7. to initiate and participate in research in field of psychosocial oncology;

12.8. to support participation of Members of the Association in training sessions, conferences, traineeships arranged in Lithuania and foreign countries, and intended for case studies of psychosocial oncology;

12.9. to arrange and promote creative collaboration among experts of various fields and organisations of patients;

12.10. to collaborate with analogous organisations and experts from Lithuania and foreign countries.

13. In order to implement the purposes and targets specified in this Statutes the Association shall have the following rights:

13.1. to promote information about its activities in society, introduce purposes and targets of the Association;

13.2. to establish media institutions, engage in publishing activities;

13.3. to purchase or acquire in other way property required for activities, to use, manage and possessed the property;

13.4. to hire persons for implementation of activities, seeking the objectives specified in the Statutes;

13.5. to set-up other affiliates of the Association, to act as their members in compliance with procedure provided for by laws;

13.6. to have other rights provided for by laws.

13.7. The Association may have and acquire only such civil rights and duties that do not contradict the purposes of its activities as laid down in the Law on Associations of the Republic of Lithuania, and this Statutes.

13.8. The Association shall be entitled to carry out economic-commercial activity, which is not prohibited by the laws, does not contradict its Statutes and the purposes of activities and is necessary to achieve the purposes of Association.

III. Members, their Rights and Duties

14. The Association shall consist of full, associate and honourable members.

14.1. Competent natural persons who have reached 18 years of age, the citizens of the Republic of Lithuania, whose activities are related to oncological patients may be Full Members of the Association.

14.2. Students majoring in psychology, social work, psychiatric residents, representatives of medical specialities working in field of psychosocial oncology, and other natural persons actively involved as volunteers in psychosocial oncology activities not less than 2 years, as well as legal persons, whose activities coincide the purposes of the Psychosocial Oncology Association may be Associate Members of the Association.

14.3. Title of an honourable member shall be awarded to persons having special merits for the Association and the field of Lithuanian psychosocial oncology. The title of an honourable member shall be awarded by the Meeting.

14.4. Foreign citizens may also participate in activities of the Association.

14.5. A person wishing to join the Association as the Full or Associate Member has to submit his/its written application to the Chairperson, to pay an entrance fee, if such available, to promise to adhere to this Statutes and to participate actively in activities of the Association.

14.6. Acceptance to the Full and Associate Members shall be resolved by the Council by simple majority in open vote. The Council shall register the accepted members.

14.7. The Council of the Association may dismiss a person from the Members of the Association in event he/it terminates relations with the Association or violates professional ethics or these Statutes. Decision shall be made at the meeting of the Council by majority vote of members attending the meeting.

14.8. The Members of the Association may withdraw from the Association at any time, with a prior 14-day notice to be given to the Chairperson.

14.9. Both the Full Members and the Associate Members of the Association shall have equal rights.

15. The Full and the Associate Members of the Association shall have the following rights:

15.1. to attend and vote in the General Meeting of Members;

15.2. to participate in events, projects, programs of the Association, to make use of the services rendered by the Association;

- 15.3. to get access to the documents of the Association and to receive all information possessed by the Association about its activities;
 - 15.4. to elect or be elected to the Council of the Association;
 - 15.5. to withdraw from the Association at any time. In this event the initial contributions of the member and the membership fees or the funds and assets transferred to the ownership of the Association in any other manner shall not be returned.
 - 15.6. other rights established in legitimate acts and the Statutes.
16. The duties of the Full and Associate Members of the Association shall be as follows:
- 16.1. to observe the Statutes of the Association and regulations of its internal procedure;
 - 16.2. to assist in implementation of purposes and targets of the Association;
 - 16.3. to participate in activities of the Association;
 - 16.4. to fulfil timely and duly the undertaken or prescribed obligations.

IV. Management of the Association

17. Bodies of the Association shall be as follows:
- 17.1. the General Meeting of Members;
 - 17.2. the President of the Association shall be a sole managing body of the Association.
 - 17.3. the Council of the Association shall be a collegiate managing body.

18. The General Meeting of Members:

- 18.1. The General Meeting of Members shall:
- 18.1.1. amend and approve the Statutes of the Association, define the main trends of activities of the Association, and other matters of its activities;
 - 18.1.2. appoint and recall the President of the Association and members of the Council;
 - 18.1.3. appoint and recall the Auditor;
 - 18.1.4. fix the amount of initial contributions of Members of the Association and the amount of membership fees, the procedure for paying them;
 - 18.1.5. approve annual accounts of the Association;
 - 18.1.6. take a decision regarding restructuring or termination of the Association;
 - 18.1.7. take a decision regarding the establishment of other legal persons or becoming a member of other legal persons.
- 18.2. The General Meeting of Members shall be convened not less than once a year by decision of the Council of the Association or on request of not less than 1/3 of all Members of the Association.
- 18.3. The Members of the Association must be notified about the Meeting not later than 14 days before the prescribed date of the Meeting. Such notice shall be sent them by e-mail.
- 18.4. Each Member attending the General Meeting shall have the right of one vote.
- 18.5. The General Meeting of Members shall take decisions by simple majority vote of the Members of the Association attend it. In order to take the decisions specified in subparagraphs 18.1.1., 18.1.2. and 18.1.6. of the Statutes, the votes of not less than 2/3 of the Members of the Association participating in the Meeting shall be required.
- 18.6. The Meeting shall be considered as legal in event not less than a half of the Members of the Association attend it.
- 18.7. In event of less than 1/2 of the Members attend the Meeting, a repeat general meeting shall be called with a notice announced in the daily 'Lietuvos Žinios', and the Meeting shall be considered as a legal regardless of the number of the Members who attended the Meeting.

19. The President of the Association

- 19.1. the President of the Association shall be a sole managing body.
- 19.2. the President of the Association shall be elected for the term of 2 years.
- 19.3. The President of the Association shall:
 - 19.3.1. represent the Association in all public and international institutions, structures and organisations;

- 19.3.2. manage the main and economic-commercial activities of the Association and its matters, execute decisions of the General Meetings;
- 19.3.3. act for and on behalf of the Association without a proxy, and issue authorisations to perform functions within the scope of his/her competence;
- 19.3.4. act for and on behalf of the Association in relations with other persons, as well as conclude transactions in the name of the Association;
- 19.3.5. approve documents of the Association;
- 19.3.6. employ and dismiss employees, establish their remuneration and incentives.

20. The Council of the Association

- 20.1. The Council of the Association shall be a collegial managing body;
- 20.2. The Council of the Association shall be elected for the term of 2 years.
- 20.3. The Council shall consist of five Members of the Association: the Chairperson of the Council, his/her Deputy, the Secretary of the Council, and other two Members.
- 20.4. The Council shall consist of: not less than 3 Full Members and not more than 2 Associate Members, their candidacies shall be proposed by the Council of the Association for approval at the General Meeting.
- 20.5. The General Meeting of Members shall elect and recall the members of the Council of the Association, their candidacies shall be approved by 2/3 votes of the Members who attended the Meeting.
- 20.6. The first meeting of a new elected Council shall convene and conduct the Chairperson of the Council whose term of office is to expire, but not later than within 30 business days after election of new members of the Council.
- 20.7. During the first meeting of a new elected Council the Council by simple majority of open vote from themselves shall elect the Chairperson of the Council, and shall approve the candidacies of the Deputy Chairperson and the Secretary proposed by the Chairperson. The Members of the Association over 65 years of age cannot be elected to such positions.
- 20.8. The same person may be elected to the position of the Chairperson of the Council not more than for two terms in a row.
- 20.9. Decisions are to be taken by the Council in order to implement the functions prescribed to it. A decision shall be considered taken when at least three members of the Council vote for it. All members of the Council shall have equal voting rights, in event the number of votes is equal, and a vote of the Presiding member shall be decisive.
- 20.10. The Council of the Association shall be entitled to take decisions when more than 1/2 of the members attend the meeting.
- 20.11. The Council shall take decisions at meetings to be called at least once a half of a year. An extraordinary meeting may be called in event of request of at least 1/3 of the Members of the Association or the Chairperson of the Council. The Secretary of the Council shall notify the members of the Council about to be called meeting at least 3 business days before the meeting.
- 20.12. The Council of the Association shall:
 - 20.12.1. prepare amendments of the Statutes of the Association and on agreement of the General Meeting of Members shall submit to approve them in the procedure provided for legitimate acts;
 - 20.12.2. define main trends of activities and submit them for approval by the General Meeting of Members;
 - 20.12.3. prepare annual plans of work;
 - 20.12.4. call the General Meetings of Members, prepare agenda for the Meetings;
 - 20.12.5. arrange and perform on an yearly basis evaluation (self-analysis) of activities of the Association;
 - 20.12.6. discuss and submit to the General Meeting of Members reports on activities of the Association, annual statements of income/expenditure performance;
 - 20.12.7. within 4 months after the end of previous financial year shall prepare and submit to the General Meeting of Members a report on activities of the Association of each previous financial year;
 - 20.12.8. accept and withdraw members of the Association;
 - 20.12.9. decide on matters related to publication of monographers, periodic issues;

- 20.12.10. define procedure of payment of remuneration of the Members of the Association and means of incentives;
- 20.12.11. define procedure for submission of documents and other information about activities of the Association to the Members of Association;
- 20.12.12. approve procedure of settlement of disputes among/between the Members of the Association;
- 20.12.13. approve symbols of the Association of regulations thereof;
- 20.12.14. perform other functions prescribed by legitimate acts.
- 20.13. The Chairperson of the Council shall:
 - 20.13.1. manage activities of the Council;
 - 20.13.2. take the chair at the General Meetings of Members and meetings of the Council;
 - 20.13.3. prepare plans of work together with members of the Council;
 - 20.13.4. performs other functions prescribed by legitimate acts;
- 20.14. The Deputy Chairperson of the Council shall substitute the Chairperson of the Council in his/her absence;
- 20.15. The Secretary of the Council shall:
 - 20.15.1. keep documentation of the Council;
 - 20.15.2. prepare work plans together with the Chairperson and other members of the Council;
 - 20.15.3. prepare agenda of meetings of the Council together with the Chairperson of the Council;
 - 20.15.4. prepare the documentation required for meeting of the Council together with the Deputy Chairperson of the Council;
 - 20.15.5. at least 3 business days before a meeting, shall submit the Chairperson and members of the Council with material intended to discuss at the meeting;
 - 20.15.6. at least 1 week after a meeting shall notify the Members of the Association on decisions of the Council.

V. Assets, Funds, the Procedure of Control of their Use

- 21. On the ground of ownership or other rights the Association may possess buildings, land, vehicles, equipment and other assets required for activities specified the Statutes.
- 22. Funds and income of the Association shall consist of the following:
 - entrance fees of the Members, membership fee, other contributions and services of the Members;
 - income for rendered services and contractual work;
 - funds of Lithuanian and foreign foundations;
 - support, charity of natural and legal persons, funds and assets transferred or donated in any other manner;
 - dividends or other income of legal persons set-up by the Association or legal persons, the member of whose is the Association;
 - other legally acquired funds.
- 23. All funds and assets shall be used only for implementation of purposes and targets of the Association, and in no manner can be distributed to the Members of the Association, with exception of the cases when remuneration for work is being paid, other payments related to legal employment relations and when remuneration is being paid on the ground of copyright agreements, when payment is made for rendered services or sold goods.
- 24. State governing authorities, municipalities may assign funds for the Association for implementation of certain purpose programs and in other cases provided for by laws. Such funds may be used only for those programs and other purposes, for implementation of which the funds were assigned, and only on the ground of estimates approved by the state or municipal institution which assigned the funds. Report on use of the funds with proving such use documents must be submitted on request of the institution which assigned the funds.
- 25. The Chairperson of the Council shall be accountable to the General Meeting of Members for use of funds. The General Meeting of Members may delegate the Auditor at any time to request interim financial reports from the Chairperson.

26. The Auditor shall inspect the activities and use of financial funds. The General Meeting of Members by simple majority of votes shall elect for one year term and recall the Auditor.
27. The Auditor may inspect the use of funds at any time, and the Chairperson of the Council must submit the Auditor with all documents.
28. The Auditor must submit the General Meeting of Members with report on financial situation of the Association as for a business year within 4 (four) months after the end of the business year.

VI. Reorganisation and Cessation of the Association

29. The Association may be restructured, reorganised or liquidated only by decision of the General Meeting of Members taken by at least 2/3 of votes attended in the Meeting of Members.
30. The Association shall be restructured, terminated (reorganised or liquidated) in procedure provided for by the Civil Code and the Law on Associations.

VII. Procedure of Setting-up of Branches and Representative Offices, and Termination of Activities thereof

31. The Association may set-up the branches and representative offices in the Republic of Lithuania and foreign countries. The branch (representative office) shall be an establishment of the Association having an individual registered office. The branch (representative office) shall not be a legal person and will operate in the name of the Association, as a legal person, the Association shall be liable for obligations of its branch to the extent of all its assets.
32. The branches and (or) representative offices shall be set-up or liquidated by decision of the General Meeting.

VIII. Procedure of Announcement of Notices

33. Notices, announcements which have to be announced publicly in accordance with the Civil Code of the Republic of Lithuania or the Law on Associations must be announced in the daily 'Lietuvos Žinios'.
34. The President of the Association shall take a decision on a public announcement of information.

IX. Procedure of Amendment of the Statutes of the Association

35. The Statutes of the Association shall be amended by decision of the General Meeting of Members by at least 2/3 of votes attended in the Meeting of Members.
36. Amendment of the Statutes may be initiated by any Member of the Association. The Member initiating amendment of the Statutes of the Association must submit draft amendments to the President, who shall introduce it at the next General Meeting of Members.
37. The amended Statutes shall be signed by the President or a person authorised by the General Meeting.
38. The General Meeting of Members, which passed a decision to amend the Statutes, shall delegate registration of the Statutes to the President of the Association.

7 May 2007

Veronika Adomavičienė
The person authorised by the Founding Meeting