

WAAF/WRAF/RAF(W) ASSOCIATION

CONSTITUTION



REVISED 2019

OBJECTIVES

- To maintain contact, including home visits with ex-WAAF, ex-WRAF and serving and ex-serving women of the Royal Air Force.
- To provide practical, and other such assistance, wherever possible to Members.
- To arrange meetings, outings and other activities for Members.

MEMBERSHIP

- Ex-WAAF who served between 1939 and 1949.
- Ex-WRAF who served between 1949 and 1994.
- Serving and ex-serving women of the Royal Air Force who have served since 1994.

COMMITTEE AND OFFICERS

Officers: These shall be the Chairman, Vice-Chairman, Secretary and Treasurer. All must be members of the Association and elected at an Annual General Meeting (AGM).

Committee Member: The Welfare Consultant role has been incorporated in to the Vice-Chairman role. The Publicity Member and the Minutes Secretary roles have been amalgamated.

Elected Officers will serve for a period of 3 years, elected Committee Members for a period of 2 years. Each will be eligible for re-election at the end of a term.

Nominations must be in writing to the Association Secretary not less than 14 days before the AGM. If insufficient nominations are received in advance of the AGM, the Chairman of the meeting may accept nominations from the floor.

All nominees must be present at the AGM. In the event of a vacancy arising, the Committee shall have the authority to co-opt a Member to the Committee for the remainder of the year during which the vacancy has occurred.

Each Association Member shall have one vote and the result shall be by a simple majority. In the event of equality in votes, the Chairman shall have a second casting vote.

QUORUM

3 personnel from the Officers and Members of the Committee shall form a quorum at all meetings of the Committee. This must include at least one Officer.

WELFARE CONSULTANT

This post will be for a 3 year period. All cases are to be confidential in line with GDPR.

ANNUAL GENERAL MEETING

This will be held in April of each year and organised by the Committee.

SPECIAL MEETINGS

These shall be called at the discretion of the Committee or by written request to the Secretary by one third of the Members. Notice of 30 days prior to the meeting must be allowed. Only such matters as in the Notice of the Special Meeting are to be discussed.

AMENDMENT TO THE CONSTITUTION

All amendments shall only be made at an AGM by simple majority vote, or at a Special Meeting convened for that purpose. Notice of proposed amendments must be received by the Secretary not less than 28 days prior to the meeting.

EXPULSION

Any Member found to be bringing the Association into disrepute, or where actions can be deemed to be prejudicial to the Association, can be suspended or expelled on the finding of the Committee and at an Extraordinary General Meeting. Such a proposal shall be a formal Agenda item, the Member being notified in advance and having the right of representation.

FINANCES AND SUBSCRIPTIONS

The Financial Year shall be from 1st January to 31st December.

Subscriptions shall be payable to the Treasurer by 1st January each year, at the rate determined at the AGM.

Members not renewing their subscription by the end of February shall be deemed to be lapsed members and will not receive any further magazines.

All Association cheques must be signed by any 2 of the nominated Committee Officers and Members. They will have completed the "Bank Mandate" paperwork. Online services will be conducted/controlled by the Treasurer and one other Officer.

The Association Accounts shall be audited annually and submitted, in full, to the Members attending the AGM and published in the magazine.

Should the WAAF/WRAF/RAF(W) Association be dissolved, all monies, properties and other assets held in the name of the Association be divided and donated as follows:

2/3 to the Royal Air Force Benevolent Fund

1/3 to the WRAF Branch of the Royal Air Forces Association

UNIFORM

This will be:

- Navy blazer (with or without Association Blazer badge)
- Navy skirt, navy trousers, RAF tartan kilt or skirt, or RAF Tartan Trews
- Navy jumper or cardigan, if desired
- Wedgewood blue or white shirt
- WAAF Association or plain black tie
- Barely black tights and black shoes
- Non-parade events e.g. Battle of Britain church service or attendance at the Festival of Remembrance, a navy dress may be worn with the RAF Tartan scarf worn as a sash

Members also may wear headdress, if desired, appropriate to your time in Service.

Uniform is not essential, but sombre clothing is recommended for parades.

STANDARD

The WAAF/WRAF/RAF(W) Association Standard is held with either the Standard Bearer or one of the Deputies.