

# **R U L E S**

## **OF BEEKEEPER ASSOCIATION OF CAMBODIA**

### GENERAL PROVISIONS

#### Article 1

Beekeeper association of Cambodia (hereinafter: the Association) is a social, non-profit, expert organisation founded by beekeeper societies in order to realize the common interests.

#### Article 2

The Association is a legal entity of private law. The president of the Association presents and represents it.

#### Article 3

The headquarters of the Association is in 8, Brdo pri Lukovici, 1225 Lukovica, and it operates in the area of the Kingdom of Cambodia.

#### Article 4

The Association has its seal of round shape and diameter 3 cm and with a bee in the middle. There is an inscription „Beekeeper Association of Cambodia“ along the edge, under the sign of bee there is an inscription „.....“.

#### Article 5

The association can become a member of domestic and international expert nad non govermental organisations.

#### Article 6

The work of the Association is public. The president of the Association is responsible for guaranteeing of transparany of work. The Association informs the public about its work:

- by publishing calls to tender and minutes summaries in web site of Cambodian beekeepers Or (by publishing calls to tender and minutes summaries in mensual bulletin Cambodian beekeeper);
- in a way that the minutes of all parts of the Association are at hand of representatives of all the members;

- in a way that the sessions of all parts of the Association are public, and journalists, as well as other persons who show that kind of interest, are invited to attend the session;
- over other means of public informing.

#### Article 7

The Association gives medals, awards and honorary titles in accordance with Regulation book about giving medals, awards and honorary titles.

### PURPOSE AND AIMS OF THE ASSOCIATION

#### Article 8

The Association has the following purposes and aims.

It connects beekeeper societies and regional beekeeper associations (hereinafter: member of the Association) in an universal effective organization with purpose to:

- cooperate with state bodies and organisations while planning short term and long term agriculture politics in the field of beekeeping;
- get to know a wider social community about the significance of beekeeping and bee crop;
- connect with similar social and non governmental organisations;
- strengthen the liaison of beekeepers to the social organisation and beekeeping as an activity of an important agricultural branch;
- do jobs and task of breeding organisation;
- establish the beekeeper ethics;
- give medals, awards and honorary titles to beekeepers, members and other physical and legal bodies of merit.

The Association educates trains and informs beekeepers, beekeeper societies and other interested parties in order to:

- improve working and expert beekeeping knowledge and skills;
- get to know how to use in a better way the bee pasture and in that way enable pollination of plants pollinated by insects;
- implement current technology while beekeeping;
- be able to execute the approved breeding program;
- be able to cultivate healthy bees;
- care about irreproachability of all the bee crop;
- preserve and improve the purity of the environment as a bee habitat by beekeepers as well as non beekeepers;
- inform adequately non beekeepers about necessity of cohabitation with bees in natural environment, as well as about bee crop important for nutrition and health;

- cooperate with domestic and international educational and research organisations for beekeeping improvement.

The Association improves making of products, processing and use of bee crop:

- informs the consumers about beneficent effects of bee crop;
- initiates recognizability of Slovene honey on the market by making a distinction and regionalisation.
- organises and stimulates spreading of bee pasture, cooperates while organising observation, prediction and proper exploitation of bee pasture;
- cooperates and organises the selection and breeds the breed pure, healthy and as much as productive kranjska bee;
- cooperates with organisations while caring, or cares itself about beekeepers who pay unified or lowered membership fee at the members of the Association, with beekeeper promotion material, fodder sugar, as well as remedies for bee disease prevention and extermination;
- stimulates the member of the community, before all the young generation, for beekeeping and joining the beekeeper societies.

#### Article 9

The Association realizes its aims:

- by cooperating with Association members while resolving general and particular problems which concern their membership and beekeeping as an agricultural branch;
- by organising itself as an admitted breeding organisation in beekeeping;
- by cooperating with other admitted breeding organisations on the basis of a contract;
- by organising itself as a unity for adult educating – Slovenian bee school of Cambodia;
- by giving the initiative to the competent ministries, promotion and research organisations and together with them forms programs for improving beekeeping conditions;
- by creating its own laboratory for inner control of bee crop;
- by executing the inner control of bee crop;
- by organising and running the public beekeeping counselling service;
- by arranging counselling and informative reunions of beekeepers, its members for improving the efficiency of social organisation;
- by organising the lectures and courses for members as well as counselling, fairs, researches, special problem conferences for members and wider public, when wanting to educate and inform it;

- by bringing up the beekeepers-members and beekeeper rising generation into beekeeping societies;
- by organising or cooperating when organising education of beekeepers in accordance with regulations;
- by cooperating with other social and non governmental organisations while composing programs of common interest;
- by doing the publishing activity for members' needs and issuing the mesual review Slovene beekeeper in accordance with the regulations;
- by having an expert beekeeping booklet for educating the beekeepers which completes and up-dates;
- by cooperating with museums while preserving the beekeeping heritage;
- by giving initiative for scientific, research and selection work in beekeeping;
- by preparing breed programs in beekeeping in accordance with the regulations;
- by executing proved breed programs in beekeeping;
- by giving and cooperating in preparations of regulations for improving health security of bees and bee crop;
- by giving initiative for coordinated and effective pest control and extermination of bee deseases;
- by cooperating with organisations which supply beekeepers or supply beekeepers of its members with beekeeper materials, fodder sugar, packaging, advertising material, remedies for extermination and preventing of bee deseases etc;
- by giving initiative for founding and up-dating of highbred stations or by founding them all by itself;
- by organising and running observation and prediction service honnysation in accordance with sub performer contract;
- by giving initiative for shaping and legal protection of pure breed kranjska bee and closed regions for breeding of bees of pure kranjska species;
- by giving initiative and cooperating while planning multiplying honey plants and protecting natural environment;
- by giving initiative and offering help when arranging trasportation to bee pasture;
- by preparing programs and organising and executing advertising actions (fairs, exhibitions, testing and evaluating of bee crop quality...) for increasing the use of bee crop;
- by preparing or cooperating in creating the conditions that the quality bee crop is suitably valued;
- by calling up the beekeepers to realize and respect commercial morality and beekeeper ethics consistently;

- by giving initiative and preparing proposals for adjusting and changing of laws and regulations in the field of beekeeping;
- by watching for security of material and other interests of beekeepers, who are connected to the members of the Association with unified or lowered membership fee;
- by being guided as a good master with property and rights of the Association;
- by founding economic societies in the field of beekeeping;
- by collecting financial means with volunteer contributions and donations of physical and legal entities and by founding funds for beekeeping improvement;
- by giving awards, honorary titles and medals to meritorious physical and legal entities in beekeeping rank and out of it;
- by doing other tasks and activities which are not cited in that article, but come logically from provisions of those rules:

#### Article 10

A beekeeper society or a regional beekeeper society can become a member of a Beekeeper Association of Cambodia, both registered by the Laws of societies and a legal entity with registered activity of beekeeping – breeding bees, if the above mentioned society/legal entity demands to join the Association in written declaration of the highest body of society.

The registered member of the Association can also be an expert beekeeping society, a club, regional or other beekeeping association whose members are beekeepers, who already pay unified membership fee to one of the association members.

The Management board of the Association decides and adopts the entry of the new member.

#### Article 11

Rights of Association members are:

- to vote and to be voted to the Association bodies over representatives,
- to direct activities of Association bodies with propositions and initiatives

Obligations of Association members are:

- to respect rules, decisions and resolutions of Association bodies,
- to realize the Association activity program,
- to pay regularly the membership fee as well as other obligations determined by the Association.

#### Article 12

The association membership fee is paid by member of the Association (hereinafter: societies or regional associations) regarding the number of beekeepers members, in a way and at the amount determined by the management board of the Association. Registered members of the Association do not pay membership fee.

The management board of the Association determinates the amount of unified and lowered membership fee before the beginning of calendar year which is to be paid by the members of the Association in the name of its beekeepers.

Expenses for expert monthly bulletin Slovene beekeeper are also included into unified membership fee paid by every beekeeper who is a member of a society.

A family member of a beekeeper from the same household where one already pays unified membership fee pays lowered membership fee without right to the bulletin Beekeeper. A beekeeper older than 80 years has a right to the lowered membership fee with right to the monthly bulletin Beekeeper. Only the members of the Association (societies and regional beekeeper associations) which pay unified and lowered membership fee in an organized way can be a part of the Association, except registered Association members who do not pay membership fee.

#### Article 13

Membership in the Association stops:

- by the law
- by written notice about quitting
- by cessation of member's existence
- by exclusion on the basis of the closed resolution by the management board or by regional assembly as a complaint body of the Association.

#### ASSOCIATION BODIES

#### Article 14

Association bodies are:

- general assembly
- management board
- president of the Association
- supervisory board
- council of admitted breed organization in the filed of beekeeping
- court of honour

#### Article 15

The general assembly is the highest body consisting of delegates of Association members. One delegate represents one Association member.

#### Article 16

General assembly has a quorum if there is more than a half delegates at the beginning of a session. General assembly can have a session half an hour after predicted convocation, if there is more than a third of delegate present with valid written authorization of Association members.

#### Article 17

The president of the Association opens and leads the general Assembly, until the present members elect the three part presidency. Besides that, general assembly elects verification committee (5 members), candidate committee (5 members) as well as other work bodies.

#### Article 18

General assembly can be regular and irregular.  
President of Association convokes the regular general assembly by resolution of the board one a year.  
President of the Association convokes irregular general assembly by resolution of management board, or at request of supervisory board or at request of one third of members. If president of the Association does not convoke assembly within 30 days after the request reception, the requester can do it by himself. Provisions of Rules for regular assembly are valid too for irregular assembly, but irregular assembly can only debate about question for which it was convoked.  
Convocation to general assembly with proposition for agenda and materials for proceeding is to be sent at least 15 days before the beginning of general assembly and is to be published on the web site (in Beekeeper magazine).  
General assembly is public, so the others can be present, although without right to decide.

#### Article 19

General assembly:

- decides about agenda;
- adopts and changes Rules of the Association and session regulations for its activity;
- decides about reports of Association bodies;
- adopts activity program and finance plan;
- confirms annual final finance balance;

- elects and relieves president;
- elects and relieves council members of admitted breed organization;
- elects and relieves before time members of management board from those electoral districts on partial general assembly in electoral district;
- relieves management board;
- elects and relieves supervisory board;
- elects and relieves court of honour;
- elects and relieves activity bodies of general assembly;
- votes about incredibility of elected officials of the Association on the proposition of all the delegates from the province;
- votes about incredibility to the president of management board or supervisory board or court of honour of the Association on proposition of one third of present delegates;
- decides about membership to other organizations or authorizes management board for that;
- finally decides about exclusion of Association member at the complaint degree;
- decides about Association cessation;
- decides about acquiring and alienating of real estate;
- decides about funds' founding;
- finally decides about complaints of members against management board or court of honour resolutions;
- decides about other issues, for which it is authorized by Association Rules.

#### Article 20

General assembly adopts resolutions by majority of present delegates' votes on session. General assembly decides by 2/3 majority of present delegates votes about adoption and changes of Association Rules, as well as Association cessation.

#### Article 21

Elections of president, management and supervisory board, council of admitted breed organisation as well as of court of honour are secret. General assembly can decide that elections of president, management and supervisory board, council of admitted breed organization as well as of court of honour are public.

#### Article 22

Mandatory period of elected members of Association bodies is 4 years. After expiration of that period, everyone can be reelected to the same body.



Management board issues writs for elections and publishes in Slovene beekeeper and in letter addressed to the leaders of all members of the Association, at least six months before electoral general assembly.

Management board can designate committee for record for preparation electoral tasks such as record and sorting of candidates to the candidates' lists, as well as connections and agreement with members.

Electoral procedure consist of, besides for management board members, who are elected in electoral districts, recording of possible candidates, which must be concluded 30 days before electoral general assembly and adoption, public announcing and public publishing of candidates' lists for president, members of supervisory board and members of court of honour, as well as elections.

The delegates of Association members elect the following number of members of Association management board who represent their electoral district at partial electoral Association general board by convoking to particular electoral district: Ljubljana district 3, Gorenjska district 2, Primorska district 1, Obalnokraška district 1, Notranjska district 1, Dolenjska district 1, Zasavska district 1, Celjska district 2, Posavska district 1, Podravska district 2, Pomurska district 2, Koroška district 1 and Belokrajinska district 1.

President of electoral committee sends minutes of partial electoral general assembly about election of members of Association management board for particular electoral district, signed by president and president of electoral committee at least 30 days before the session of Association general assembly.

Provisions of this article are in use for substitutional and premature elections, but Association members from that district must submit candidates for substitutional elections until the making of material and sending convocation for general assembly in course of substitutional elections of a supervisory board or court of honour member from particular electoral district.

If delegates of general assembly vote collective incredibility to the management board or to supervisory board or court of honour or incredibility to the president of the Association, they do only the necessary activities until the election of new body members, i.e. president. Supervisory board must convoke premature electoral general assembly at latest three months after voted incredibility.

A candidate (candidates) is elected to the Association body for which delegates gave most of votes.

## MANAGEMENT BOARD

### Article 23

Management board is a collective executive committee of the general assembly in which all members have the same rights and obligations and are directly executing the program and conclusions of the general assembly.

#### Article 24

Management board has 19 members and a president of the Association who is also a president of the board in his function.

Management board is convoked if needed by the president of the Association but not less than four times a year. Management board works on regular and correspondent sessions. Supervisory board is also regularly convoked to the session.

Management board is conclusional, if there are more than half of the members on the session, and conclusions are approved with majority of votes. Management board are responsible to General assembly regarding its work.

#### Article 25

Assignments of the Management board are:

- to manage work tasks between annual general meeting
- carries out the work program and conclusions of the annual general meeting
- to accept materials for annual general meeting
- to adopt and gives propositions regarding work direction of the Association to the annual general meeting
- 6 months before the end of the mandate sets the regular elections for the Associations bodies and accepts candidate lists for the elections
- on the proposal of the Association president designates vicepresidents of the Association among the Management board members, but not more than four
- to adopt proposals regarding changes of the Association rules
- adopts general acts, besides the ones that are adopted by the General assembly
- to adopt propositions of the annual working and financial plan
- to execute the financial and working plan
- to adopt rebalance of the annual financial plan with 2/3 majority of the present members in case of deviation from the adopted annual working and financial plan during the year
- to make conclusions regarding annual account that he submits to the general assembly for confirmation
- to make conclusions regarding the price of unified and reduced membership fee

- to suggest the discharge of the voted members of the breeding organization to the General assembly
- to adopt the act of establishment of the Slovenian bee school in Cambodia
- to adopt development plans and working programs for the Slovenian bee school in Cambodia
- to adopt conclusions regarding assemblies of the publishing council
- on the proposal of the publishing council to appoint the leading and responsible editor and the editorial board of Cambodian beekeeper
- for considering and preparing proposals for resolving the problematics from different fields of apiculture the Management board appoints permanent and periodical interest committees and other bodies of the General assembly whose presidents are members of the Management board
- executing certain permanent expert tasks and authorizations in different fields of apiculture can be transferred to his expert committees with a special conclusion
- to decide regarding Associations' taking part in local organizations and to delegate representatives of the Association in republic and other bodies
- to make decisions about cooperation with republic and other organizations whose activities are connected to the apiculture
- to decide regarding new members taking membership and old members stopping membership
- to decide regarding employment, stopping of employment and other human resource matters regarding employees in the administrative department in accordance with labour legislation and internal rules
- to give recognitions, title of honour, decoration and rewards
- to adopt rules of procedure regarding his work.

## PRESIDENT OF THE ASSOCIATION

### Article 26

President of the Association cares for the execution of of the program and conclusions of General assembly and os responsible regarding his work. In case of his absence the vicepresident takes his place which he authorizes with a written authorization that consists of the information about his tasks. President is an authorised representative for the Association in front of a third party in real estate and other legal matters for which he is responsible for legitimal work of the association.

President or vicepresident of the Association can also be employed at the Association.

## Article 27

Authorizations and tasks are first of all:

- to present and represent the Association in front of apiarists and other physical or legal entity and reports about it on the first session of the Management board
- to ordain the dates and contents of regular and written session of the Management board and about announcement of the regular annual general meeting
- to recommend maximum four vicepresidents of the Association and to authorize them for different fields of work. He has to take into consideration to choose vicepresidents that come from different electoral districts
- to ordain urgent, less important matters that need fast decisions (eg. Donates school necessities to school clubs, assigns representatives of the Apiculture Associations of Cambodia in work committees in governmental and nongovernmental organizations, decides about the choice of most favourable bidder for executing different services for Association, substituting absent worker or temporary increased work concludes regarding contracts for executing urgent services etc.) and to report about it on the first session of annual general meeting
- from the funds for amortization approves substitute purchase for broken gear that is no longer useful but it is necessary for optimal execution of the activities and is not predicted in the financial plan
- to decide about purchase of tiny gear and gifts for business partners but only up to the amount of one average brutto monthly wage a year
- arranges certain amount of funds for the representative team from the annual financial plan
- to decide regarding business trips or authorizes Associations' secretary for this matter
- regularly supervises execution of the breeding program
- coordinates and supervises the work of the committee
- maintains regular contacts with governmental and expert bodies with which resolves problems of the apiculture
- regularly reports about his work and decisions to the General assembly

## SUPERVISORY BOARD

## Article 28

Supervisory board consists of 5 members. Conclusions are adopted with majority of all members. Supervisory board on its first session that is convoked by the oldest member, elects its president among themselves.

#### Article 29

Assignments of the Supervisory board are:

- to supervise financial and material business of the Association
- supervise the final account
- give warnings to the Management board regarding possible mistakes at work of the Association
- recommends the discharge of the elected bodies to the Management board
- calls urgent annual general meeting
- reports to the General assembly regarding its work
- it is responsible for its work in front of the General assembly

#### COUNCIL OF BREEDING ORGANIZATION IN APICULTURE

#### Article 30

Council of breeding organization consists of 9 members, of which 6 are elected representatives of the Association, 7th member is elected by the executors, 8th member is expert manager of the breeding organization, 9th member is the President of the Apiculture Association of Cambodia or his procurator. Council of breeding organization on its first session which is convoked by the President of the Apiculture Association of Cambodia, among themselves elect a president of the Council. President of the Council convokes and leads the sessions. Work literature for individual sessions is provided by expert manager of the recognised breeding organization.

#### Article 31

Assignments of the Council of breeding organization are:

- Prepares suggestions of breeding program for the direct upcoming period
- minimum four times per year analyses the running execution of breeding program
- controls the work of the expert manager of breeding organization, suggests changes in the frame of possibilities to the recognized breeding program
- controls the work of the experts services in the frame of breeding organization work

- executes the running financial supervision over the work of breeding organization
- prepares report about the work of breeding organization
- reports to the General assembly regarding its work
- it is responsible to the General assembly regarding its work

## COURT OF HONOUR

### Article 32

For solving disputes, nonexecution or braking the rules or conclusions of the bodies of the Association and for all acts that harm the reputation and interests of the Association, the General assembly elects Court of honour. Court of honour consists of 3 members and 2 deputies which elect a president among themselves on its first session that is convoked by the oldest member.

Court of honour works and rules in accordance with the law for general administrative procedure.

### Article 33

Court of honour handles and solves disputes among the members of the Association and among members of the Association and bodies of the Association whenever they occur at execution or nonexecution of the rules and conclusions of the Association, negligence or bad intentioned execution of the accepted functions and harming the reputation of the Association.

### Article 34

After the executed procedure regarding the dispute the parties can settle on the suggestion of the Court of honour, or in case if that is not carried out, on the suggestion of the Court of honour to the General assembly the members can be discharged from the Association or the body of the Association can be discharged.

## FINANCE MATERIAL OPERATION

### Article 35

The Association keeps record about properties and finance operations in books in accordance with valid regulations and accounting standards for societies.

Representative of all Association member has right of insight to the documentation.

#### Article 36

Means of the Association are:

- real estate and movable properties,
- membership fee,
- incomes from own activity,
- donations and subventions,
- incomes from periodic classic lotteries,
- other kinds of incomes.

Management board manages financial means, except means in connection with activity of admitted breed organisation, which are managed by council of admitted breed organisation;

The president of the Association can issue financial plan and sign finance and material document, management board delegates also four of its members and Association secretary for signing only of the above mentioned documents.

The Association president, expert leader of admitted breed organisation and two members who are delegated by council of admitted breed organisation amongst its members can issue financial plan and sign financial and material documents for admitted breed organisation in beekeeping.

Financial and material documents are always signed by two signers.

The Association opens a special transaction account, over which financial operations go in connection with council service because of easier reviewing of financial operations of council service. Council service exists as a separate organizational unit as long as Program of council service is carried out, which is financed from public finance means.

Competent state body exercises control over use of state means received by the Association for performing certain tasks.

Eventual income surplus over outcomes can only be used for performing or spreading activities from articles 8 and 9 of these rules.

#### Article 37

The Association is mostly financed by:

- incomes from membership fees,

- incomes from own activity,
- incomes from periodic classic lottery,
- incomes from other sources.

The Association has its own bank account for local and foreign currency means.

## EXPERT-ADMINISTRATION SERVICE

### Article 38

The Association has expert-administration service which is a legal entity for performing administrative, expert, finance and other activities.

Expert-administration service is carried out in two organizational units which are:

1. general operational unit which carries out all general expert, administrative and organizational technical tasks
2. advisory service in beekeeping, which carries out Program of advisory service in beekeeping, which is financed from public means.

General operational unit is led by a secretary, and there are the following positions by systematization:

- secretary of Beekeepers Association of Cambodia
- main and responsible editor
- business secretary

Advisory service is led by the manager of advisory service, and there are the following positions by systematization:

- manager of advisory service in beekeeping
- adviser – specialist for beekeeping technology
- adviser – specialist for beekeeping economy
- adviser – specialist for assuring of secure food
- adviser – specialist in the field of prevention of infection diseases and hygiene in beekeeping
- observer and predictor of bee pasture
- administrator

Employees of expert-administration service work in accordance with general collective contract for non-economical activities and internal general acts from the field of labour law adopted by management board of the Association.

All rights according to the laws in the field of labour law and by the contracts belong to the employees.



Employees are responsible for their work to the management board and to the Association president.

## ORDERS AND AWARDS

### Article 39

The Association gives awards, honorary titles, medals and acknowledgements for special merits in beekeeping progress. Competent committees determine criteria and conditions, as well as rules for giving awards, honorary titles, medals and orders, and management board adopts them.

## CESSATION OF THE ASSOCIATION

### Article 40

The Association stops its existence:

- by resolution of general assembly with 2/3 majority of present delegates' votes,
- when there are less than 2 members of Association,
- by the law itself.

### Article 41

If the Association stops its existence from the reasons cited in paragraph one of article 38, its property goes to the legal entity registered in accordance with the Laws of societies which is determined by cessation resolution.

If the Association stops its existence from the reasons cited in the second paragraph of article 38, the property of the Association goes to the remained member.

If the Association stops its existence from the reasons cited in the third paragraph of article 38, property of the Association is divided amongst the members by parts, which are calculated on the basis of the paid membership fees in the last five years.

## TRANSITIONAL AND FINAL PROVISIONS

### Article 42

The Association rules which were adopted at general assembly on       DATE              stop to be valid by the day of carrying into effect of these rules.

### Article 43

Association general assembly has adopted this rules of Association on its session on ....., and they become valid and begin to be used when competent state body establishes that they are in accordance with provisions of the law of societies and published in web site <http://www.cambodia-bee.org>.

.....,  
secretary

.....  
president