Constitution of The Dental Association of Trinidad and Tobago (DATT)
25th July, 1990

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CONSTITUTION OF THE DENTAL ASSOCIATION OF TRINIDAD AND TOBAGO

NAME

1. The name of the organization is the Dental Association of Trinidad and Tobago or DATT is preferred (Herein after referred to as “the association”)

PLACE OF BUSINESS
2. (a) The registered place of business of the Association shall be at such place in Trinidad as may be determined by the Executive Committee of the Association (“the Executive Committee”) from time to time.

(b) Additional offices. The Association shall also have offices and places of business at such other places, within or outside the Republic of Trinidad and Tobago, as the Executive Committee may from time to time determine of the business of the Association may require.

AIMS AND OBJECTS

3. The aims and objects of the Association are –

(a) To advance the Science and practice of dentistry in all its aspects and, in particular, but without limiting the generality of the forgoing:

   (i) by maintaining increasing and diffusing knowledge at all levels about dental health and oral hygiene in the form of health information programmes and health promotion programmes.

   (ii) by maintaining and promoting high standards of practice efficiency and competence among dental practitioners and persons who are engaged in any science or art allied or ancillary to dentistry in Trinidad and Tobago in particular and the West Indies in general.

   (iii) by conducting talks and teaching seminars from time to time in the advancement of knowledge and continuing education in dentistry and allied sciences.

   (iv) by providing, through appropriate organizations or otherwise, for grants scholarships or loans to persons in Trinidad and Tobago for study or research in the field of dentistry at the Eric Williams Medical Science Complex.

(b) To encourage promote sustain and foster good relations mutual understanding fellowship and co-operation between its members and other persons or organizations involved with the practice of dentistry or any other related field, whether in Trinidad and Tobago or elsewhere, by:

   (i) promoting activities and stimulating professional and social interaction

   (ii) making awards and giving prizes to persons or organizations in Trinidad and Tobago for outstanding accomplishment or contributions to dentistry

   (iii) improving and maintaining links with the Dental School at the Eric Williams Medical Sciences Complex Authority

   (iv) arranging and providing for or participation in the holding of conventions symposia conferences meetings lectures and classes

   (v) providing opportunities for recreation social intercourse and refreshment

   (vi) welcoming overseas Dental practitioners specialists and consultants visiting Trinidad and Tobago and making them feel at home in this country
(c) To advise and assist members of the Association with regard to any matter affecting in any way whether directly or indirectly, their professional character or interests;

(d) To maintain the spirit and provisions of the Dental Profession Act 1980 and its Regulations by such lawful means as may be necessary;

(e) To consider promote and support improvements in the law which appear to be conductive to the attainment of the objects of the Association and to resist and oppose anything which appears detrimental to the Association or the honour and interests of the dental profession in Trinidad and Tobago by taking legal proceedings or otherwise;

(f) To conduct and assist in conducting arbitrations and other proceedings for the settlement of disputes and difficulties whether between members of the Association or between members of the Association and persons who are not members and to appoint arbitrators and umpires and to receive and pay remuneration in respect of such arbitrations and other proceedings;

(g) To liaise and collaborate with any institution or body, national or international having similar interests and where appropriate to seek affiliation or membership in such bodies;

(h) In furtherance of, and not in limitation herein set forth, it is expressly provided that the Association shall also have the following powers.

(i) to enter into contracts, borrow money and give security for any such borrowing
(ii) to acquire property of any nature whatsoever by way of purchase exchange gift bequest devise grant donation subscription and any other lawful method and hold manage and administer the same
(iii) to sue rent demise grant convey mortgage surrender exchange sell or otherwise deal with or dispose of all or any property from time to time vested in it
(iv) to procure to be written and to print publish issue and circulate gratuitously or otherwise any reports or periodicals books pamphlets leaflets or other documents
(v) to engage such professional or other employees servants and agents for the purpose of the Association and the benefit of its members, and to pay such professionals employees servants and or agents reasonable remuneration salaries or wages
(vi) to acquire materials and equipment of all categories and to establish a reference library for efficient execution of its objectives

(i) To do all such acts and things as are necessary or convenient to the attainment of its aims and objects.

MEMBERSHIP

4. The membership of the Association shall consist of
(a) Active members…

Active membership shall be open to any dentist (within the meaning and definition of the Dental Profession Act. 1980) who is normally resident in Trinidad and Tobago

Active members shall be entitled to…

- Attend all general meetings of the Association
- If financial, speak and vote at all general meetings of the Association
- Hold any office in the Association
- Use and enjoy any facilities provided by the Association for the benefit of the Members
- Nominate candidates for membership to the Association

(b) Retired members…

Retired membership shall be open to any dentist of good standing who has retired from active practice (whether because of age, through disability or otherwise) but still wishes to be involved with the Association’s business.

Retired members shall be entitled to…

- Attend all general meetings of the Association
- If financial, speak and vote at all general meetings of the Association
- Hold any office in the Association
- Use and enjoy any facilities provided by the Association for the benefit of the Members
- Nominate candidates for membership to the Association

(c) Associate members…

Association membership shall be open to any dental - student individual company institution society or body who or which, whilst not eligible for appointment as an active or retired member, has:

- Objects similar to the objects of the Association; and or
- Is actively and legally engaged in the science and practice of dentistry or any science or art allied or ancillary to dentistry.

Associate members shall be entitled to…

- If financial, attend and speak at all general meetings of the Association
- Such other privileges as may be conferred upon them by the Executive Committee

Associate members shall not be qualified to…

- Nominate candidates for membership
- Act as a member of the Executive Committee or as a representative or officer of the Association except that he or she may be a member of a Sub-Committee
- Vote *at general meetings of the Association
(d) Overseas members…
Dental practitioners specialists or consultants residing outside of Trinidad and Tobago but who wish to be involved with the activities of the Association may apply for membership as an overseas member.

An overseas member whose subscription is 2 years in arrears shall be struck off the list of members – provided that the Executive Committee may, on the candidate’s request, consider re-installment.

An overseas member who comes or returns to Trinidad and Tobago to reside permanently may, upon application to the Executive Committee in its discretion. Any overseas member so elected or reelected shall not be required any additional or further entrance fee.

Overseas members shall be entitled to…
- If financial, attend and speak at all general meetings of the Association
- Use and enjoy any facilities provided by the Association for the benefit of Members
- Nominate candidates for membership to the Association
- Such other privileges as may be conferred upon them by the Executive Committee

Overseas members shall not be qualified to…
- Vote at any general meeting of the Association
- Act as a member of the Executive Committee or as a representative or officer of the Association except that he or she may be a member of a sub-committee

(e) Honorary members…
Honorary members may be nominated by reason of…
- Having performed valuable service to the Association
- Exceptional and meritorious contributions to the science and practice of dentistry or any science or art allied or ancillary to dentistry
- Being distinguished in science
- For such other reason as the Executive Committee may deem sufficient

The election and tenure of Honorary Members shall be on such terms and conditions and for such period or periods as the Executive Committee may from time to time think fit.

Honorary members shall be relieved of liability to pay subscriptions.

Honorary members shall be entitled to…
- Attend and speak at all general meetings of the Association
- Use and enjoy any facilities provided by the Association for the benefit of Members
- Nominate candidates for membership to the Association
- Such other privileges as may be conferred upon them by the Executive Committee
Honorary members shall not be qualified to…
- Vote at any general meeting of the Association
- Act as a member of the Executive Committee or as a representative or officer of the Association except that he or she may be a member of a Sub-committee

(f) Temporary (visiting) member…
A foreign or non-resident Dental Practitioner specialist or consultant visiting Trinidad and Tobago (for not longer than one year) for the purpose of:
- Practicing dentistry
- Teaching or researching dentistry or any related ancillary or supportive field at the Eric Williams Medical Sciences Complex Authority or other local hospital

May be elected a temporary member of the Association even before engaging in such practice teaching or research if need be)

In ruling upon applications for temporary membership the Executive Committee shall consider the following factors –
- The main object of the candidate’s visit
- The Status of the candidate and particulars of his or her professional experience and qualifications
- Period of stay
- The country’s requirements at the time

All communications and proposals with respect to temporary membership shall be submitted to the Secretary. Applications should contact the Executive Committee as soon as possible after arrival to discuss any points on which he or she may need advice or assistance.

ELECTION TO MEMBERSHIP OF THE ASSOCIATION

5. The procedures for election to membership of the Association are as follows –

(a) Nominations. The members of the Association who shall be able to nominate candidates for membership in the Association are:
- Active members
- Retired members
- Overseas members
- Honorary members

(b) Applications. Application for membership, of whatever class, shall be made in writing in a form approved by the Executive Committee. Application shall:
- Be submitted to the Secretary
- State the name, professional and or other qualifications and the full address of the candidate
- State the candidate’s agreement, if elected, to abide by the Rules Regulations and By-laws of the Association and to pay the subscriptions
- Be signed by the candidate and countersigned by the proposer and seconder

(c) Election. Election of candidate for membership of the Association rests with the Executive Committee. As soon as practicable after receipt of an application for membership, the Executive Committee shall meet to consider and determine such application. Election shall be by a simple majority of those present and voting for that purpose (this may be done by a show of hands or ballots, if requested, if the Executive Committee decides that this is necessary or advisable).

(d) No rejected candidate can be again proposed until six months have passed from the date when that nomination was considered and refused.

(e) Every candidate for membership shall be informed in writing by the Secretary of the result of the application, but not reason need be given for the decision of the Executive Committee.

(f) Notwithstanding sub rules (a) (b) and (d) immediately above, the Executive Committee may in its discretion nominate and elect any person or organization as an honorary, associate, overseas or temporary member on such terms and conditions and for such period as it thinks fits.

THE EXECUTIVE COMMITTEE

6. Establishment. There shall be an Executive Committee of the Association which shall have the function of, and the responsibility for, managing the affairs activities and finances of the Association.

7. Powers. The Executive Committee shall be free to act and govern itself as it thinks fit, subject always to the overriding power and authority which is vested in a General Meeting of the Association. For the avoidance of doubt it is hereby expressly declared that in exercising its functions and responsibilities the Executive Committee shall have power to-

(a) appoint sub-committees and to co-opt any members of the Association thereto and to delegate its powers as it sees fit – such sub-committees shall be advisory only unless otherwise directed

(b) engage such professional or other employees servants and agents as it may consider necessary at remuneration and upon such terms as it deems fit. The Executive Committee may terminate the service of such persons or organizations at its discretion

(c) adopt its own Rules and make Regulations pertaining to all matters relating to the management of the Association and the conduct of its affairs not expressly provided for in these Rules and such Rules and Regulations shall come into effect at such time as may
be notified to the members provided that the Executive Committee may in its discretion waive any such Rule or Regulation as it may deem fit.

(d) do all such things as may be incidental or conductive to the attainment of the aims and objects of the Association including, but without limitation:

- Initiating and coordinating policy
- Fund raising
- Disseminating information and distributing educational material
- Advising on all individual and personal problems associated with the entry into and the conduct of dental practice, including the choice of area forms of agreement and so forth
- Watching the interests of the members of the Association
- Liaising and or entering into agreements with any company institution society or body on behalf of the Members
- Advising and assisting Members on ethical problems

8. Composition. The Executive Committee shall consist of eight members whose functions and duties are as follows –

President...
The president shall be the chief executive officer of the Association and shall preside at all General Meetings and meetings of the Executive Committee. The President shall be responsible for the proper conduct of all such meetings and shall sign the Minutes of each meeting at the time they are approved.

The President shall be a member, ex-officio, with the rights to vote on all Sub-Committees and shall have such other duties and authority as usually pertain to the office of the chief executive and as may be confirmed upon the President by the members of the Association.

To be eligible for the post of President a candidate shall have at least 5 years practice as a dentist and must have been a member of the Association for at least 3 years preceding the election.

Vice-President...
The Vice-President shall assist the President and shall perform the duties of the President in his or her absence.

The Vice-President shall have such other duties and authority as may be conferred upon him or her by the members of the Association or by the President with the approval of the Executive Committee.

To be eligible for the post of Vice-President a candidate shall have at least 3 years practice as a dentist and have been a member of the Association for at least 2 years preceding the election.
Secretary...
The Secretary, who is the essential link between the Executive Committee and the Members of the Association, shall –

- Be responsible for the General Meetings of the Association under the supervision of the President
- Keep correct minutes of the proceedings of General Meetings and of meetings of the Executive Committee
- Receive register and respond to all applications for membership to the Association
- Conduct the correspondence of the Association and keep and be responsible for its records (e.g. Minute books, files of documents, letters and Annual Reports). In particular, the Secretary shall keep a faithful and up to date list of all the Members of Association setting out particulars of membership, their names addresses and professional or other qualifications
- Perform such other duties as may be reasonably required by the Executive Committee and shall prepare the Annual Report for approval by the Executive Committee
- Have such other duties and authority as usually pertain to the office of Secretary and as may be conferred upon him or her by the membership of the Association or by the President with the approval of the Executive Committee
- At and upon the termination of his or her office as Secretary (for whatever reason) promptly deliver up all the Association’s records to the succeeding Secretary. In the event that no successor has been elected or appointed, then to the President of the Association.

Continuing Education Officer...
Subject to the supervision and control of the Executive Committee, the Continuing Education Officer (CEO) shall –

- Watch over the interest of the Association and the dental profession whenever and so far as these are or may be affected by lay opinion
- Serve as the normal channel for communication scientific and dental-political information from the Association to the lay public
- Act as a liaison officer for the Association and the Dental profession with the press and other outside bodies
- Be responsible for all matters pertaining to education and any publications of the Association. In particular, the CEO shall be responsible for organizing the traditional dental convention and any other symposia conferences lectures and meetings of the Association
- Endeavour to foster and maintain personal contact between the Members of the Association: provide them with opportunities for scientific discussion of their problems
- Have such other duties and authority as may be conferred upon him or her by the members of the Association or by the President with approval of the Executive Committee
*Treasurer...*

The Treasurer shall be responsible for the finances of the Association and shall –

- Keep true accounts and have charge of the funds of the Association, subject to the authority of the Executive Committee
- Collect all entrance fees, subscriptions and monies due to the Association and his or her receipts shall be the only sufficient discharge therefore
- Lodge all Association monies in a bank or banks in Trinidad and Tobago, selected by the Executive Committee, to the account of the Association. Cheques on the Association’s account shall be signed by the Treasurer and countersigned by the President or some other member of the Executive Committee
- Make an annual statement to be presented in writing to all Members at the Annual General Meeting
- Have such other duties and authority as usually pertains to the office of Treasurer and as may be conferred upon him or her by the Members of Association or by the President with the approval of the Executive Committee

*3 Ordinary Executive Committee members...*

Ordinary Committee Members shall assist the Executive Committee in carrying out its duties. Other specific duties and authority may be conferred upon an Ordinary Committee Member by the Members of the Association or by the President with the approval of the Executive Committee.

**EXECUTIVE COMMITTEE MEETINGS**

9. The Executive Committee shall meet at least once every calendar month to consider the affairs of the Association and conduct such business as shall be necessary, provided that the President or any 2 members of the Executive Committee may call a meeting at any time.

10. The quorum for a meeting of the Executive Committee shall be 5 and all questions shall be decided by a majority of votes, the President having a casting vote in the event of an equality of votes in addition to his or her original vote.

11. If at any regular meeting of the Executive Committee a quorum is not present 30 minutes after the time fixed for the commencement of the meeting, such meeting shall stand adjourned to a date not later than 7 calendar days from the date of the aborted meeting.

12. An officer of the Executive Committee shall vacate his or her office if –

(a) in the case of an active member he or she is struck off the Roll of Dentists or is suspended from practicing as a dentist
(b) he or she becomes bankrupt or is insolvent
(c) he or she becomes of unsound mind
(d) he or she resigns his or her seat on the Executive Committee
(e) he or she is absent from 3 consecutive meetings of the Executive Committee without
its consent or an excuse that is considered acceptable by a majority of the Executive
Committee or
(f) he or she is voted out from office under rule 21 hereof

13. In the event that both the President and the Vice-President are absent at a meeting
of the Executive Committee, the officers present shall elect a chairman for that meeting
only. If the Secretary is absent, the meeting shall appoint one of its numbers to take the
minutes.

14. All members of the Association shall be required to uphold and obey Association
Rules including such regulations and by-laws as the Executive Committee may make in
the exercise of its power herein under.

ELIGIBILITY AND ELECTION OF EXECUTIVE COMMITTEE MEMBERS

15. Period of Office. Executive Committee Members shall be elected to hold office
for a period of 2 years or until their successors have been duly qualified (in this context, a
year shall man the interval between one Annual General Meeting and the next following
Annual General Meeting). A President may not be elected to more than 2 immediately
consecutive terms.

16. Subject to rules 8 and 15, every retired member and every active member of the
Association of more than 2 years standing shall be eligible for election to the Executive
Committee, provided that –
(a) the candidate is a national of Trinidad and Tobago (in this context “national” means a
citizen of Trinidad and Tobago and a person who is a resident of Trinidad and
Tobago by virtue of Section 5 (1) of the Immigration Act)
(b) the candidate’s nomination was proposed by either an active, retired or honorary
member and seconded by another active, retired or honorary member. Such proposal
shall be in writing and must be submitted to the Secretary at least 1 month before the
date fixed for elections. Elections shall be held during the month of either April or
May (at the Annual General Meeting) every other year and
(c) the candidate shall have expressed a willingness to serve (usually by endorsing his or
her consent on the relevant nomination form).

17. A person may at the same election be a candidate for two or more of the offices of
President, Vice-President, Secretary, Continuing Education Officer, Treasurer and
ordinary member of the Executive Committee.

18. The election to the offices of the Executive Committee shall be determined in the
following order: President; Vice-President; Secretary; Continuing Education Officer;
Treasurer and Ordinary Executive Committee Member.

19. In the event of an equality of votes between candidates, the President or Chairman
of the election meeting. Whoever is in the chair, shall have a casting vote.
20. If a vacancy arises in the Executive Committee it shall be filled in one of the following ways –
(a) where it arises less than 4 months after a member took office, by a by-election; and
(b) where it arises 4 months or more after the member took office, by the appointment by
the Executive Committee of a person qualified for election to the office.

21. Any officer of the Executive Committee may be removed from office by a two-thirds majority vote of the members present and voting at a general meeting of the Association called for that purpose.

ANNUAL GENERAL MEETING

22. The supreme authority of the Association is vested in a General Meeting of the Association

23. The executive Committee shall convene an Annual General Meeting which shall be held in either May or June each year. The time and place of the Annual General Meeting shall be established by a majority vote of the Executive Committee.

24. (a) The purpose of the Annual General Meeting shall be to
(i) Present to the Members of the Association a report from the Executive Committee on the activities of the Association (in particular, the annual reports of the Secretary, Treasurer and the Continuing Education Officer)
(ii) Present proper accounts, duly audited, of all funds, property and assets of the Association and, if approved, to adopt them
(iii) appoint the Auditor or Auditors
(iv) where applicable, to elect the officers of the Association, that is to say, the Executive Committee (usually every other year)
(v) discuss the proposed future activities of the Association
(vi) transact any other business of which due notice has been given provided that a member may with the leave of the Chairman (usually the President), raise any topic for discussion.

(b) So far as is reasonably possible, no other business shall be transacted at an Annual General Meeting.

SPECIAL GENERAL MEETINGS

25. (a) A special General Meeting of the Association may be called
(i) by the executive Committee at any time
(ii) by the Treasurer at any time, with or without the authority of the Executive Committee, to place before the members the financial position of the Association
(iii) on the written request of at least 6 active members stating the objects of
the meeting and served on the President, Vice-President or Secretary of the
Association

(b) In the case where at least 6 active members have requisitioned a General Meeting,
the Executive Committee shall convene a Special General Meeting to be held within 30
days of the service of said written request

If the Executive Committee fails to convene a Special General Meeting within the said 30
days, the requisitioning members may convene that General Meeting within 60 days of
the service of the said written request.

26. In every case the purpose of the meeting must be stated and no other business
may be conducted at such a Special General Meeting.

NOTICE OF GENERAL MEETINGS

27. The notice required for the summoning of all Annual General and Special General
Meetings shall be not less than 14 days.

28. The secretary shall give written notice to each member of the Association of
every Annual General and Special General Meetings. Such notice shall contain –
• Information as to the time, date and place of the meeting
• An agenda (if necessary, a general statement of the items of business to be
  considered)
• Nomination for election to the Executive Committee (where applicable).

CONDUCT OF GENERAL MEETINGS

29. All decision of any Annual General or Special General Meetings shall be by a
majority vote of active and retired members present and voting, except as may in these
rules be otherwise provided.

30. So that there would be no doubt, it is hereby expressly declared and provided that-
• The only members of the Association who are empowered to vote at General
  Meetings are active and retired members
• Failure to pay dues ad fees as assessed will result in suspension of voting
  privileges or the ability to take part in any debate or proceedings of the
  Association during the period of delinquency
• In the event of there being more than one nomination for the post to the Executive
  Committee, voting shall be by secret ballot, a simple majority sufficing to secure
  election
• Voting may be by proxy, provided the appointment is made in writing under the
  hand of the appointer and the instrument of appointment was deposited with the
  Secretary at least 48 hours prior to the holding of the election at which the person
  named in such instrument of appointment proposed to vote
• All financial members have the right to attend and speak at General Meetings.

31. Save as may be in these rules otherwise provided, the quorum of all General Meetings shall be 15 financial active or retired members.

If, at any General Meeting a quorum is not present 1 hour after the time fixed for the commencement of the meeting, such meeting shall stand and adjourned to a date not later than 14 calendar days from the original date of the meeting. At that adjourned meeting those financial active and retired members present shall form the quorum – they shall have power to proceed with the business of the day but they shall not have power to alter the rules of the Association or to make decisions affecting the whole membership.

FEES AND MEMBER ACCOUNTS

32. The amount of any entrance fees ad or subscriptions payable by members shall be fixed from time to time by the Executive Committee.

33. The subscription shall be paid annually and, until otherwise determined, shall be as follows –

(a) Active members $250
(b) Retired members $150
(c) Associate members $25
(d) Overseas members $150
(e) Honorary members $0
(f) Temporary members $150

34. The Annual Subscriptions shall be payable on election and on each succeeding first day of January.

35. The membership of any member whose subscription is 2 years in arrears is terminated automatically unless the Executive Committee for special reasons shall decide to the contrary. In any event, such a member may be reinstated by the Executive Committee on such terms as the Executive Committee may think fit.

36. Any member wishing to withdraw from the Association must give notice in writing to the Secretary before the first day of the succeeding year, or that member will be held liable for the appropriate subscription. If any member who had withdrawn from the Association wishes to be readmitted that ex-member shall apply under rules 4 and 5 hereof, and if elected, shall be readmitted as a member without payments of the entrance fee.

37. The Secretary will arrange, on instructions from the Executive Committee, to advise members as to the amount of entrance fees and subscription for all classes of members.
TRUSTEES

38. Trustees, who shall be 2 in number, shall be appointed from time to time as necessary by the active and retired members of the Association in general meeting.

A trustee shall remain in office until death or resignation-in-writing to the Secretary or until removed by a majority of two-thirds of those voting at a Special General Meeting called for the purpose. Trustees shall be eligible for re-election.

39. All the real property, chattels and other property of whatsoever nature shall be vested in the trustees for the time being, to be held in trust in their names for the use and benefit of the Association as a whole.

40. On the death resignation or removal from office of a trustee, the Executive Committee shall take steps to secure the appointment by the Association of a new trustee in his or her place, and as soon as possible thereafter take all lawful and practical steps to procure the vesting of all Association property in the names of the Trustees as constituted after the said appointment.

41. The Trustees shall at all times, and in all respects, act in regard to the property of the Association held by them in accordance with the directions of the Executive Committee, provided always
   (i) that all directions of the Executive Committee shall be communicated to the Trustees in writing signed by the President and at least one other member of the Executive Committee; and
   (ii) that all acts done by the Trustees in pursuance of any such direction shall be indemnified by the members of the Association.

42. The trustees shall have power to sell, pledge, lease, mortgage or otherwise alienate any Association property in compliance with the directions of the Executive Committee. But no purchaser, lessee or mortgagee, or other successor in title, shall be concerned to enquire whether any such direction has been given.

43. The Trustees shall, on the direction of the Executive Committee, represent the Association in any litigation.

44. The Trustees shall, be entitled to an indemnity out of the property of the Association in respect of any action taken by them on the direction of the Executive Committee.

AUDITORS

45. The Auditors or Auditors of the Association shall be appointed annually at the General Meeting. The Auditor or Auditors shall be required to audit the accounts of the Association for the year, and to prepare a report for the Annual General Meeting.
Should the office auditor or auditors fall vacant at any time the Executive committee shall have the power to elect new auditors for their term of office.

CONTINUING EDUCATION

46. Continuing education courses shall take the form of conventions seminars symposia conferences lectures and meetings at times to be decided by the Executive Committee.

47. Subject to the supervision and control of the Executive Committee, the chairman of such meetings (under the heading of Continuing Education Courses) shall be the CEO. He shall, within 60 days of the end of any such meeting (and, in particular, the Dental Convention) present a complete record of the proceedings. This record shall include a report of the scientific proceedings and a full statement of all the financial transactions relating to the said meeting. All such records shall form part of the records of the Association to be preserved by the Secretary.

CONDUCT OF MEMBERS

48. Any member who shall be found, in the opinion of the Committee –
(a) to have violated the provisions of the Constitution or the regulations and by-laws of the Association;
(b) to have committed acts which are detrimental to the best interests of the Association or its reputation or welfare; or
(c) to be no longer fit or proper organization or person to continue as a member of the Association.

May either –
(i) be called upon to resign membership; or
(ii) be suspended by the Committee; and
(iii) be expelled from the Association.

49. Any active or retired member who is convicted of a criminal offence or has been found to have committed such serious professional misconduct so as to be no longer registrable under the Dental Profession Act shall be automatically expelled from the Association.

50. Default of resignation and expulsion. In the case where a member was called upon to resign membership, but default to do so, the question of the member’s expulsion shall be submitted to a Special General Meeting. This Special General Meeting shall be held within 2 months of the date when that member had been called upon by the Executive Committee to resign.

51. (a) Suspension and expulsion. If at any time the Executive Committee is of the opinion that the conduct of any member is injurious to the character, reputation or
interests of the Association it may, as another of its options, suspend that member’s membership.

(b) Within 7 days of such suspension, the Executive Committee shall advise the other members of the Association that a named member has been suspended, and specifying the alleged grounds.

(c) A date shall be fixed for a meeting of the Executive Committee for the purpose of considering further action. Said meeting shall be held not earlier than 14 days and not later than 30 days from the time when the Executive Committee had advised the other members of the Association about the Suspension.

(d) Members wishing to make representations to the Executive Committee concerning the suspension must advise the Secretary accordingly, in writing, at least 48 hours prior to the said meeting (that is to say, the Executive Committee Meeting for considering further action).

(e) At least 14 days prior to the said meeting of the Executive Committee the suspended member shall be provided, in writing with the following information –
   - A concise statement as to the allegations being made
   - A reminder of his right to be present at the meeting
   - The date, time and place of the meeting

(f) At the said meeting of the Executive Committee, any allegations against the suspended member shall be narrated and the suspended member shall be afforded the opportunity of being heard in answer thereto.

The suspended member may produce such witnesses as the member wishes, and the Executive Committee shall not unreasonably refuse any request by the suspended member for an adjournment of the proceedings to enable him to prepare his answer.

After hearing all the evidence, the Executive committee shall (if they so wish) retire to consider further action, and shall thereafter vote thereon. It shall be in the sole power of the Executive Committee to reinstate the suspended member, or to terminate that membership, and the decision of the Executive Committee shall be final.

(g) The decision of the Executive Committee shall be communicated to the suspended member in writing within 7 days thereof.

52. Any member expelled from the Association shall forfeit all right to or claim upon the Association its property and funds and shall not be eligible for re-election.

ALTERATION OF RULES
53. No alteration of amendment of these rules may be made except at an Annual or Special General Meeting galled for the purpose and upon a resolution passed by a majority of at least two-thirds of those financial active and retired members present and voting. Upon adoption at such General Meeting such rules regulations and by-laws shall be binding on all members of the Association.

MISCELLANEOUS

54. All complaints and or suggestions concerning the affairs of the Association shall be addressed in writing to the Secretary, who shall cause matters to be considered and, if necessary, investigated at the next Executive Committee meeting, and as soon as possible thereafter furnish a reply to the signatory of the initial correspondence.

55. All members and their guests making use of the Association’s facilities of equipment provided in connection therewith, do so at their own risk, and neither the Executive Committee nor the owners of the Association property shall be held responsible for any loss damage or injury occasioned to or sustained by such members or guests and arising out of their use thereof or presence therein.

56. Each member shall be personally responsible for the cost of replacement of repair of any Association property that is destroyed damaged or lost by that member or that member’s guest.

57. No member shall be absolved from the observance or effect of the rules of the Association upon the allegation of not being acquainted with or not having received a copy of them and failure on the part of any member to comply with any rule regulation or by-law of the Association may, at the discretion of the committee, be liable to be dealt with under the provisions of Rules 48 to 52.

58. The use of the Association’s premises or facilities for non-association activities is at the sole discretion of the Executive Committee.

59. Questions as to the meaning and interpretation of these rules, the regulations of by-laws shall be referred to the Executive Committee whose decision thereon shall be final and binding on all concerned.

60. All properties documents and records belonging to the Association and held by members of the Executive Committee during their term shall, if such officers are not re-elected at the Annual General Meeting, be referred to the Secretary within 1 week of the General Meeting. This clause also applies to any officer who reigns, relinquishes or is removed from his or her post.

61. No members shall without the written authority of the Executive Committee incur any debt or liability in the name of the Association.
62. No members shall, save and except for professional services, rendered at the specific request of the Executive Committee, receive any profit salary or emolument from the funds of transactions of the Association.

63. No member shall purpose to appoint or hire any company institution security body or person (including the Member) for any job performance lecture or class offered by another body or person, on behalf of the Association without the express written approval or direction of the Executive Committee.

64. All matters not covered by the foregoing rules shall be decided by the Executive Committee whose decision, subject to the authority of the General Meeting of the Association, shall be binding on the Association.

DISSOLUTION

65. (a) The Association shall not be dissolved except with the consent of not less than three-fifths of all the voting members of the Association for the time being resident in Trinidad and Tobago expressed either in person or by proxy at a General Meeting convened for that purpose.

   (b) Following upon such resolution, the Trustees shall take immediate steps to convert into money all the property of the Association whatsoever, with the power however to postpone or delay the conversion of any particular property as so directed by the General Meeting.

   (c) Out of the proceeds of such conversion, the Trustees shall discharge all debts and liabilities of the Association, including all expenses incidental to the said conversion. The remaining funds shall be disposed of in such manner as may be decided upon by a General Meeting.

COMMENCEMENT

66. These Rules shall come to effect on the 25th day of July, 1990.

Certified True Copy:

_________________________  _______________________
President                   Secretary

Certified True Copy:
Amended at AGM November 1994