BY-LAWS
of
The Australian Society
of Hypnosis Ltd
(1 January 2016)

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1. Definitions

(1) Unless to be construed otherwise from the context words used herein shall have the same meaning as attributed to them in clause 1 of the Constitution of the Society.

(2) "Branch" when used herein unless to be construed otherwise from the context shall include a "society, association or organisation" deemed "to be a Branch of the Society" pursuant to clause 13.5 of the Constitution of the Society.

2. Membership

(1) Membership of the Society shall be for health care professionals in accordance with Clause 2 of the Constitution who are registered or eligible for registration in the country state or territory in which they reside.

(a) Provided that a graduate in psychology resident in a country state or territory in which there is no provision for the registration or other form of legal regulation of psychologists shall be required to possess such academic qualifications and to have had such practical experience as would render them eligible to join the professional society or psychologists in that place.

(2) Normally a person seeking admission to the Society as a full member shall first have completed successfully the Society's course of training and passed the Society's examinations or have completed and passed another course of training and examination deemed by the Federal Council to be of equivalent standard.

(a) A person shall only be admitted to full membership of the Society without having completed the Society's training course and passing the Society's examination or its equivalent in circumstances regarded by the Federal Council as exceptional and by the affirmative vote of 4/5ths of the members of Federal Council present.

i. Each such decision shall be made on the basis of the circumstances prevailing and shall not be regarded as creating a precedent.

(b) Provided that a person who was a full member of the Australian Society for Clinical & Experimental Hypnosis the Society or any other organisation which in a country state or territory is deemed to be a Branch of the Society and who resigned whilst still a member in good standing of that Society or organisation before the lst day of January 1983 at the discretion of the Federal Council may be admitted or readmitted

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as a full member of the Society notwithstanding that they may not have completed the Society's course of training or passed the Society's examinations.

(3) (a) A person desirous of becoming a member of the Society who fulfills the provisions of (1) and (2) above shall forward to the Secretary of the appropriate Branch a duly completed membership application form the appropriate subscription and such confirmation of registration or eligibility for registration (or for membership) of the professional society of psychologists in that place, together with such details of training in hypnosis and examinations passed as the Branch Executive Committee and/or Federal Council may require.

(b) If a Branch Executive Committee approves the application it shall be marked accordingly and forwarded (together with the appropriate subscription) to the Honorary Secretary of the Society for ratification by Federal Council. The applicant shall be deemed to be a Full Member of the Society from the date of the Branch Executive Committee's approval.

(c) If a Branch Executive Committee does not approve the application it shall be marked accordingly with reasons recorded and forwarded to the Honorary Secretary of the Society for the information of the Federal Council.

i. The subscription paid by the applicant shall be returned.

ii. Notwithstanding that a Branch Executive Committee has not approved an application the Federal Council following consultation with the Branch may admit such person to Full Membership of the Society. In such an event the appropriate subscription shall be due forthwith.

(d) If the Federal Council fails to ratify an application approved by a Branch Executive Committee the subscription paid by the applicant (less such charge for benefits already received) shall be refunded to them and they shall no longer be entitled to enjoy the privileges of ordinary membership.

(e) A person residing in a state territory or region in which there is no Branch in or near to that state territory or region in which there is no Branch of the Society shall forward their application form subscription and other documentation (see (a) above) directly to the Honorary Secretary of the Society who shall present the matter to Federal Council for decision.

i. If Federal Council does not approve an application the subscription paid shall be returned.

(f) A member of the Society who changes their place of residence to another state territory or region in which they are eligible to practise their profession shall upon advice to the Honorary Secretary of the Society have their membership transferred to the Branch operating in or closest to that state territory or region without loss of

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privileges or need for further subscription until the beginning of the next financial year.

i. Provided that if there is no Branch in or near to that state territory or region in which they are eligible to practise their profession the Federal Council after consultation with the member and the Branch concerned shall decide whether they remain on the membership list of their previous Branch or be transferred to the list of Corresponding members.

(4) A full member who has tendered continuing outstanding or specific service to the Society or a Branch of the Society or who has made an original contribution to the study or practice of hypnosis may be elected by the Annual General Meeting of the Society to become a Fellow of the Society.

(a) The initiative for such election may be taken either by the Executive Committee of a Branch or by Federal Council provided that every such recommendation to an Annual General Meeting of the Society must be with the approval of Federal Council.

(5) A person not being a member of the Society who fulfills the provision of (1) above and who is a member of good standing of an organisation for the promotion of hypnosis of which the Society is a member or is in a co-operative relationship with (pursuant to clause 3(f) (iv) of the Memorandum of Association) may be elected by Federal Council under such conditions for such purposes and for such period as the Federal Council determines in each case.

(a) Normally but not essentially such a person shall not be a resident of Australia or New Zealand.

(6) A person who fulfills the provisions of (5) above or a Fellow of the Society who has made an outstanding contribution to the study or practice of hypnosis may be elected by the Annual General Meeting of the Society on the recommendation of the Federal Council to become a Life Fellow of the Society.

(7) A person desirous of becoming a member of the Society who fulfills the provisions of (1) but not (2) above may apply according to the same procedures as in (3) above to be admitted as an Associate Member of the Society.

(a) An Associate Member of the Society who completes the Society's course of training and passes the Society's examinations shall become forthwith a Full Member of the Society without the necessity for further application.

(8) A member of the Society who resides outside of Australia or New Zealand or in a place remote from the activities of the Society or a Branch may apply through the appropriate Branch to Federal Council to be transferred for the period of their residence in that place to the category of Corresponding Member.

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(9) A person not fulfilling the provisions of (1) above but who declares a proven interest and competence in the theoretical and practical aspects of hypnosis or has rendered continuing outstanding or specific service to the Society or a Branch of the Society may be admitted by resolution of Federal Council to become an "Affiliate" of the Society.

(a) The initiative for such admission may be taken either by the Executive Committee of a Branch or by Federal Council.

(b) An "Affiliate" of the Society shall not be deemed to be a "Member" of the Society.

(10) A full member who has tendered continuing outstanding service to the Society or a Branch of the Society may be elected by the Annual General Meeting of the Society to become an Honorary Member of the Society with the proposal for such an election to be taken by either the Executive Committee of a Branch or by Federal Council provided that every such recommendation to an Annual General Meeting of the Society must be with the approval of Federal Council.

3. Fees and Subscriptions

(1) The amount of the annual subscription for members shall be determined by the Federal Council.

(a) Provided that Honorary Members and Life Fellows of the Society shall not be required to pay any such subscription.

(b) The subscription paid by Corresponding Members shall be based on the actual costs of services received from the Branch and/or Society.

(c) A member of the Society who is not also a member of a Branch shall pay such a subscription as is determined from time to time by Federal Council.

(2) The annual subscription of a member shall become due on the first day of July in each year. An account shall be forwarded at least one month in advance of the due date and if still unpaid rendered again during the month of November.

(a) A person applying to join the Society between the first day of January and the thirtieth day of June in any year shall pay initially only one half of the appropriate subscription.

(b) In cases of hardship or for such other reasons as it may determine the Federal Council may waive in part or full the annual membership subscription due by a member.

(c) The Federal Council may also determine a reduced membership fee for members over the age of 70 years or who have retired from their profession.

(3) In addition to the annual subscription the Society by resolution of the Annual

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General Meeting of the Society may impose a levy on all its members (excepting honorary or life members) for such general or specific purpose as it determines.

(a) Any such levy shall be paid within six months of its imposition.

i. A member who fails to pay a levy within six months of its imposition shall be deemed to be a person unfinancial in terms of clause 8 of the Constitution and the procedures thereof shall be followed.

(4) All monies raised at Branch level shall be used for the objects of the Branch as determined by the Branch Executive Committee or Annual General Meeting and shall only be available for such purposes of the Society as a whole and under such conditions as are determined by the Branch Executive Committee.

(a) A Branch may apply to Federal Council for a special grant or loan for a specific purpose under such conditions as the Federal Council may decide but the costs of the maintenance of the Branch's normal activities shall be met from within the funds of the Branch.

4. Branches

(1) Notwithstanding clause 3(4)(a) above the initial cost associated with the establishment of a new Branch (pursuant to clause 13 of the Constitution) may be met by Federal Council.

(2) The management of the affairs of' a Branch subject to any decisions of policy determined by the Branch Annual General Meeting shall be the responsibility of the Branch Executive Committee which shall be elected according to the provisions of the Branch's rules and shall consist of

(a) The following Officers of the Branch (who shall be chosen from the Full Members Fellows or Life Fellows of the Society within the Branch):

a. Chairman
b. Vice-Chairman who shall be the Chairman-Elect
c. Immediate Past-Chairman (except in the initial period of the establishment of a Branch)
d. Secretary
e. Treasurer
f. Such other officers as may be specified in the Branch rules.

(b) Such member of Federal Council as may reside in the State or Territory.
(c) Such number of members (not being more than 10) as shall be specified in the Branch rules and who are elected by the Branch Annual General Meeting.

(3) As far as practicable the office of Chairman shall be held in rotation by persons front the disciplines of dentistry medicine and psychology.

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(a) In addition the Annual General meeting in selecting the persons to be elected Pursuant to clause (2)(c) above shall take cognisance of the professional backgrounds of the other members of the Branch Executive Committee in order to attempt to ensure that the total number of persons from each discipline is as equitable as practicable.

(4) A society association or Organisation deemed to be a Branch of the Society (pursuant to clause 13 of the Constitution and these By-Laws) which was in existence prior to the first day of January 1983 and functioned under a committee of management constituted differently to the provisions of clauses (2) and (3) above may continue to do so.

(5) Branch rules and regulations shall not be inconsistent with the By-laws in force from time to time and any amended By-law which creates an inconsistency where such had not occurred previously shall have precedence over the Branch rule or regulation with which it is inconsistent.

(6) The provisions or Clause 2 of the Constitution and clauses 2 (4) - (6) of these By-Laws herein shall not prevent a Branch from recognising and honouring as it sees fit a member who has rendered it continuing outstanding or specific service or made an academic or practical contribution to the study of hypnosis.

(a) Provided that such recognition shall not by that fact commit the Society to similar recognition nor exempt that person (unless an Honorary Member or a Life Fellow of the Society) from paying such fees and Society levies (if any) which may fall due from time to time.

(7) Branches of the Society currently established and recognized are:

(a) Australian Society of Hypnosis (NSW Branch) Inc.;

(b) Australian Society of Hypnosis (QLD) Inc.;

(c) Australian Society of Hypnosis Victorian Branch Inc.;

(d) Australian Society of Hypnosis WA Branch Inc.; and,

(e) South Australian Society of Hypnosis Inc.;

5. Code of Professional Conduct

(1) The Federal Council shall establish a Code of Professional Conduct (the "Code") which outlines the basis for the clinical utilization of hypnosis by members at the highest professional level and to which all members must subscribe and abide.

(2) The Code shall be regularly reviewed and amended where necessary to maintain the highest professional standards in the Society.

(3) The Code shall be available to all members (either in hard / electronic copy and / or web access).

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