

Charter

CYPRUS ASSOCIATION OF COGNITIVE BEHAVIOURAL PSYCHOTHERAPISTS

ARTICLE 1

APPELLATION

An association is established with the appellation CYPRUS ASSOCIATION OF COGNITIVE BEHAVIOURAL PSYCHOTHERAPISTS

ARTICLE 2

HEADQUARTERS- ADDRESS

The Headquarter of the Association are in Nicosia and until decided otherwise is Postal Box 24577, Nicosia.

ARTICLE 3

Goals:

1. The active contribution to the promotion of mental health
2. Promotion of scientific research on issues of mental illness, mental health, psychology and behaviour of the proceeding action.
3. The organisation of seminars, lectures and gatherings for the purpose of information in a valid and reliable Cognitive Behavioural Psychotherapy.
4. Promotion of legal education and professional recognition of the Cognitive Behavioural Psychotherapists at Pancyprian level.
5. The promotion and education of Cognitive Behavioural Therapy, based on the ways and means as listed in ARTICLE 4 and without/ or the said education can be dealt in any way, as to lead or a become a part of education for acquisition of a speciality from qualified Psychologists or other professionals.
6. The promotion of a code of professional ethics in the field of psychotherapy.
7. The development of the relations of the Association with related groups, links and associations both in Cyprus and abroad.

8. The representation of the Association in the public, private, European and international institutions and organisations on issues of psychotherapy.

9. The representation of Cyprus in public, private, European and international institutions and organisations on issues of psychotherapy in cooperation with the assent of Mental Health Services.

10. The promotion of the professional cooperation between all the members of the association as well as with other professionals from the field of mental health.

11. The promotion of the continuing education and personal development of the members of the Association to the Knowledgebase Behavioural Psychotherapy based on the ways and means listed on ARTICLE 4 and without such training being addressed in any way as to drive or be a part of training for acquisition of a specialty by qualified Psychologists or other professionals.

ARTICLE 4

WAYS AND MEANS:

The above objectives of the Association are pursued with with the organisation and prosecution:

1. Professional meetings
2. Seminar events
3. Specialized studies
4. In any other way at the discretion of the Board Council or the General Assembly is deemed suitable.

ARTICLE 5

MEMBERS:

1. **FOUNDING MEMBERS:** A founding member of the Association has the right to be the member to sign the founding document of the Association and to gain the right to elect and be elected after completing the age 18.

2. **FULL MEMBER:** A full member of the Association may be any person regardless of nationality, gender or origin who agrees with the purposes and objectives of the Association, has at least completed the age 18 and meets the criteria defined by the

board. Each full member with the registration to the Association will pay the amount of €80 and will have the right to vote and to stand as a candidate

3. TRAINING MEMBERS: A trainee member may be any person as referred above which though not comply with the necessary criteria for it to be registered as a full member.

As mentioned above, the membership is acquired after a decision of the Governing Council, and after the candidate member submit an application for registration and pay the relevant fees.

4. HONORARY MEMBERS: After a proposal from the board of directors, the General Assembly of the Association may by a majority of the regular members designate as an honorary member anyone that has contributed significantly at the aims of the Association.

5. ASSOCIATED MEMBERS: Associated members are people that are professionally interested in any industry of Psychotherapy and agrees with the purposes of the Association. They do not have the right to elect and be elected and is a member of the Association for personal enlargement for relationship and knowledge with regard to Cognitive Behavioural Psychotherapy.

6. GRAND PARENTING MEMBERS: A Grand parenting member can be any person who works in the field of cognitive behavioral psychotherapy with many years of experience and offer to the Association and does not meet the criteria for being a full member as there were no specific criteria at that time. The status of the Grand Parenting member is obtained after a decision of the Board of Directors and after the candidate has submitted an application for registration and pays the relevant fees as mentioned below. He has the right to elect and be elected under the condition referred to in ARTICLE 9.

ARTICLE 6

CRITERIA OF A FULL MEMBER

The criteria that must be fulfilled by a member of the Union are the follow:

5 years of minimum education which must include a basic training of first degree in a relevant department of mental health, at least 3 years posteducation on cognitive or/and behavioural psychotherapy that fullfills at least the following criteria of education.

In a case that the first degree is not relevant, the applicant has the right to subscribe after proving that he has a sufficient education in the CBT. The Union can ask for a supplementary education or/and practice or/and supervision, in order to fullfil the registration criteria.

The minimum criteria of education on the Cognitive Behavioural Psychotherapy.

The program/s of posteducation on the CBT which have been attended by the candidate member must have a system of evaluation of skills and knowledge that includes at least the following:

A.Studies,exams,research.

B.Study of a case or research PhD, or a research article.

C.2 case studies.

D.Detailed file of education.

The program must cover

-450 minimum hours of education on theory, the skills and technics of BTU as it is defined by the EABCT (in which 200 hours are provided directly by trainers of the Cognitive or/and Behavioural Psychotherapy who have proved education and clinical experience on a posteducational or study program accepted by the Union).

-200 minimum hours, of supervised practice (fulfilling at least 8 cases which at least 3 of these are a different nature and for which a detailed file must be kept,for example a therapist file with notes by each session or video or CD with recording sessions or supervised document.)

-100 hours of supervision (by Cognitive or/and Behavioural psychotherapists)

-100 hours of personal therapy/autoknowledge

These are the minimum criteria and it doesn't disqualify an international organization that demands a larger period of time for achieving the educational criterias based on it's own demands.

The administrative board can modify and/or redefine the above cited upon a humonious voting.

ARTICLE 7

ORGANIZATION OR COMPANY MEMBER

Every organization or company that desires the partnership/unification/integration and /or with the Union, must be legally subscribed organization and have a responsible administrating structure and be compatible to the guidelines of the Union as are defined by the constitution and the Administrative Board.

Every application of admission must be submitted to the Administrative Board and the examination of each application will be accordingly to the specifications of the present constitution.

ARTICLE 8

BENEFACTORS-DONATORS

The General Assembly can with the majority of the 2/3 of the present full members of the Union after the decision of the Administrative Board can declare like a Benefactor of the Union any person who offered a donation over €10.000 - and donator any person who offered a donation from €1000 - until €5000 for the promotion of the Union purposes.

ARTICLE 9

REGISTRATION OF MEMBERS/FEES OF REGISTRATION/SUBSCRIPTIONS

-For the registration of a member at the Union, the candidate must submit a relevant application to your Administrative Board of the Union which decides for the acceptance or rejection of the application within 30 days from it's submission.

-The decision of the Administrative Board can be offended in written within 15 days from it's submission.

-The registration fees for the members as well for every relevant organization which desires to collaborate / integrate in the Union are defined every year from the Administrative Board.

-The trained members after covering the criteria needed become full without paying extra fees.

ARTICLE 10

RIGHTS OF MEMBERS:

Every full member of the Union is entitled:

- 1.To participate personally to the regular and exceptional reunions of the Union.
- 2.To elect and to be elected accordingly to the prudences of the Constitution.
- 3.To participate to all the events of the Union.

Every trained member of the Union is entitled:

- 1.To attend by his representative regular and exceptional reunions of the Union.
- 2.To participate to all the events of the Union.

Every honoured member of the Union is entitled:

- 1.To attend regular and exceptional reunions of the Union.
- 2.To participate to all the events of the Union.

Every founding member of the Union is entitled:

- 1.To attend regular and exceptional reunions of the Union.
- 2.To participate to all the events of the Union.
- 3.To elect and to be elected only for the first three (3) years from the composition of the Union.

Every forefather member of the Union is entitled:

- 1.To attend personally regular and exceptional reunions of the Union.
- 2.To participate to all the events of the Union.
- 3.To elect and be elected accordingly by the agreements of the constitution with the difference in relation to other members who have this right, the only position that a forefather member can claim is that of a member of the Administrative Board.

ARTICLE 11

RIGHT TO ELECT/BE ELECTED

Right to elect and be elected have all the full members of the Union who are ranged in order and who are members at least two (2) months before the date of the elections, as and all the founding members.

The right to elect and be elected lack all members who delay any subscription during the elections day.

Further right to elect and be elected have all the founding members for the first three (3) years from the composition of the the Union. After about period of three years right to elect in the Administrative Board have the Founding Members who fullfil the criteria a in order to belong to the category of full members.

ARTICLE 12

DUTIES AND OBLIGATIONS OF MEMBERS:

Every member has:

- 1.To comply to the prudences of the Union's Constitution, with the decisions of the Administrative Board and the General Assembly.
- 2.To contribute the yearly subscription as it is defined by the Administrative Board each year.
- 3.Obligation of every full member is the presentation of a registrating certificate every two (2) years by an approved organization for continuing the education at a psychotherapists section.

ARTICLE 13

MEMBER DELETION :

A member is deleted when :

- Unduly delays payment of contribution for a period of more than one year.
- Submits a written request for deletion to the Administrative Board.
- If the deletion of the member is a result of disciplinary sanctions as stated below.
- Each member is entitled if he wishes to withdraw from the Association upon written notice to the Board, but shall be required to pay any amount charged in the Association as subscriptions and other for the for the current year that is leaving.

ARTICLE 14

DISCIPLINARY SANCTIONS:

- Any member who refuses to comply with the provisions of the ARTICLES of the Statute of the Association or by the General Meeting decisions or acting in a manner detrimental to the interests or the Association's property , or acting in a manner that contravenes the purposes and objectives of the Association or convicted by a court of a felony or any offense of moral turpitude is subject to the following penalties:
 - A) Reprimand
 - B) Temporary deletion for a period decided by the Board
 - C) Permanent deletion

The sanctions imposed by the Board after hearing the affected member.

- Each member has the right of appeal against the decision of the Board at the next General Meeting.
- The decision of the General Meeting is considered final and enforceable.

ARTICLE 15

MEMBERSHIP RIGHT DEPRIVATION

Each member which is deleted in accordance with the provisions of ARTICLES 11 and 12 of this, is deprived of all rights provided for in the Statute.

ARTICLE 16

ADMINISTRATION:

The Association is governed by a Board of seven members.

They have the right of election to the Association Board the founding members as those referred to in ARTICLE 9 and the full members of the Union provided that :

- A) They have been registered as members, two (2) months at least before the elections .
- B) They have arranged their subscriptions .
- C) They submit in writing their applications to the Association's Secretary at least 48 hours before the elections.

ARTICLE 17

ELECTIONS :

- The submission of nominations is as mentioned above.
- The secretary of the Association after the expiry of 48 hours prepares a list of candidates in alphabetical order, which puts in place that the elections are held.
- For the conduct of the elections, a three-member Electoral Commission is elected, which will take the vote. The members of the Electoral Commission should not be candidates.
- If the nominations are up to 7, then the candidates are selected automatically.
- If candidates are in excess of 7, then a secret vote is carried out.
- Election shall be by ballot which distributes the Electoral Commission which bears the Association's seal and signatures of the Electoral Commission . On the ballot are listed the names of the candidates in alphabetical order.
- The voting is done by placing over the name of the candidate point : v or x or +.
- Ballot which has voted more than 7 is invalid.
- After the voting, the Electoral Commission shall count the votes and prepare a record concerning the vote and the results.
- Elected are considered the first seven of the candidates who obtained the most votes.
- In case of a tie, the election is decided by lot.
- If candidates are less than 7, and more than 4, the Electoral Commission proclaims these candidates as elected. In this case, the nominated members of the Association Board may in their session to appoint those members remaining from individuals / members of the Association whom in their opinion are able to staff the Board of the Association.
- If the candidates are less than 4 then the elections are postponed for seven days and the same procedure is being followed as provided in this provision.

ARTICLE 18

SERVICE TIME OF THE ASSOCIATION BOARD

The service time of the Association Board is three years and lasts until the election of the next Administrative Board.

ARTICLE 19

VACANT POSITIONS OF THE ASSOCIATION BOARD

If for any reason becomes vacant position / positions of Board members, the remaining members may appoint others to fill those positions by their runners if available.

Otherwise the Board shall fill the positions with people who considers appropriate.

Provided that the appointees should have qualifications of candidates for elections, as provided herein .

Also means that the Board may not, under the provisions of this , to fill vacant beyond 2, during the service time of the Association Board.

ARTICLE 20

COMPOSITION AND OPERATION OF THE BOARD OF DIRECTORS

- The Board of Director meets and forms in to a body within 7 days from the elections:

The composition of the Board of Directors is:

I. President

II. Vice president

III. Secretary

IV. Cashier

V. Spokesman

VI. Member

VII. Member

- The Board of Director may assign special duties for any member at its crisis time.

- The Boards of Directors meets regularly once a month, or extraordinary whenever called by the president or after the request of at least two of its member.
- The Board of Directors is in quorum when at least 3 members are present.
- The decisions of the Board of Directors are taken with majority. In case of a split vote the president has the winning vote.
- Member of the Board of Directors resigns with a written resignation and deductible when unjustifiably when absent for three (3) consecutive meetings.

ARTICLE 21

DUTIES OF MEMBERS OF BOARD:

- President: Presides at all the sessions of the Board of Directors and the General Assemblies , supervises the execution of decisions, represents the Association before any authority, represents the association judicially and extrajudicially, co-signs with the secretary all of the official documents and co-sign with the cashier issued cheques.
- Vicepresident: Deputises the President when he is absent for any reason.
- Secretary: Keeps the minutes of the meetings, subscribes the different documents with the president, conducts mail of the Association, is responsible for the preservation of the seal and of the practices and other documents of the Association.
- Cashier: Keeps the fund book that in which all of the receipts and payments are recorded. Keeps a file where the supporting documents of receipt and payments are recorded. Pays in bank account any amount of money to the faith of the Association and co-signs with president each issued check.
- Press agent: Informs the media for the decisions and activities of the Association and Board of Directors.

ARTICLE 22

ASSAYER COMMITTEE

Is a committee of two members that is being elected every two years. The duty of the Assayer Committee is the control of the accounts of the cashier and submission of a report to the General Assembly. The Assayer Committee must be independent and not derived from the members of the Board.

ARTICLE 23

GENERAL/ ANNUAL GENERAL / EXTRAORDINARY GENERAL ASSEMBLY

A. GENERAL ASSEMBLY

1. The General Assembly is the supreme body of the Association and takes its own sovereign decisions on all matters of the Association.

2. The General Assembly has the control and supervision over the Board of Directors. It may by a majority of $\frac{3}{4}$ of the present members cease collectively the Boards of Directors if:

- Provenly violates the statute
- Acts against the aims and objectives of the Association as set in the charter

In such a case a General Assembly is convened within a month for an assembly for a new board. The candidate members shall not be the cease, but at the end of 2 years of cessation they can become members.

B. ANNUAL GENERAL ASSEMBLY

1. General Assembly strategy gets convened once a year after the notice of 15 days on the fortnight of February.

2. The Assembly strategy is presided by the president of the Board of Directors which has the same responsibility with the General secretary for keeping minutes.

3. Quorum of every General meeting is the result of half, plus one of the member of the Association. In case of no quorum, after the lapse of 30 minutes from the specified hour all members that are present constitute a quorum.

4. Daily plan of previous annual General Assembly:

i. Approval of practical of previous policy of General Assembly.

ii. Accountability of the Board of Directors.

iii. Debate on accountability.

iv. deposit balance sheet.

v. Report to audit committee.

vi. Approval or not approval of the activities of the Board of Directors.

vii. Submissions and approval of resolution.

viii. Examination of appeal for expulsion of members.

ix. Exercise of disciplinary sanctions

x. Elections to elect new Board of Directors and Audit Committee. (Every 2 years)

C) EXTRAORDINARY GENERAL ASSEMBLY

1. The Extraordinary General Assembly shall be convened by the Board of Directors when necessary or when requested in written at least (20) full members, specifying at the same time.

2. The Board of Directors shall designate the time and place the convening of Extraordinary General Meeting no later than within 7 days from the date of receipt of the application.

3. The Extraordinary General Assembly shall be chaired by the president of the Board of Directors, which is kept by the secretary.

ARTICLE 24

RESOURCE GROUP

The resources of the Association originate from:

- Fee
- Contribution
- Donations
- Seminars
- Any other way against the discretion of the Board of Directors is appropriate.

ARTICLE 25

SYNAPSE LOANS

Loans can be made only by consent judgement of the Board of Directors.

ARTICLE 26

FINANCIAL RESOURCES

The financial resources of the Association is available for the following purposes:

- For the payment of expences for the organisational events.
- For the payment of expences for the organisation for seminars, parties etc.
- For the payment of expences with court proceedings, legal tips etc.
- For the payment of any expences for promotion of the objectives and goals of the Association.

ARTICLE 27

SEAL AND BADGE

The Association has badge and seal. The badge is like a tree which is consisted by a lot of branches, the trunk is is split in two in the middle opens the tree and they become two trees with a common trunk and the shape of the trees look like two faces which are opposite to each other.

ARTICLE 28

ACCOMMODATION OF THE STATUTE:

- For the ammendment of the charter a special meeting General Assembly shall be convened, which is in quorum if 50 % of the regular members are present in addition.
- For the decision taken about the statutory change it requires $\frac{3}{4}$ of the members to be present, except for amending the objectives of the Association it is required an approval by a total of $\frac{3}{4}$ members.
- The other providence of the present charter relating to the General Assembly also applies on statutory assembly.

ARTICLE 29

GENERAL PROVISIONS:

- The Association remains on-task to its principles and purposes. It is non-partisan and does not have any mixing with politics.
- If for any issue there is no covenant providence in the statute, the Board of Directors may therefore deal in the context of aims, principles and objectives of the Association.

- .The responsibility for the final interpretation of the provision of the statute belongs to the General Assembly.
- For a most proper functioning of the Association, The Board of Directors may adopt regulations.
- The Board of Directors of the Association may advice the individual committees about how to act and deal with the issues the Governing Council may determine about the crisis.

ARTICLE 30

DISSOLUTION:

- The dissolution of an Association is when the number of members is reduced below 20.
- The dissolution also occurs with a decision of the General Assembly established especially for this purpose, by a secret ballot and by a majority of all the members of the Association.
- In a case of a dissolution of the Association, after settling the debt and obligations of the Association the properties are transferred to other Associations of Psychotherapy of charities decided by the Board of Directors.
- 14 days from the decision of dissolution, a notification of dissolution is sent to the manager of the Association which is assigned by the secretary or cashier.

Date 25/09/2014