World Federation of Chinese Traders Association (WFCTA) Constitution and Implementing Rules

English Translation

Source revision noted in the Chinese document: October 2, 2021 - First Meeting of the 20th Term

Working English translation for website/reference use. Where interpretation is uncertain, the Chinese source should be treated as controlling.

WFCTA Constitution

Chapter I - General Provisions

Article 1

The name of this organization is the World Federation of Chinese Traders Association (hereinafter referred to as the Federation), abbreviated in English as WFCTA.

Article 2

The purposes of the Federation are to maintain contact among overseas Chinese business participants who have taken part in training and study programs organized by the Overseas Community Affairs Council; to promote exchange and cooperation among Chinese business communities at home and abroad; to pursue common business development; and to assist in strengthening economic and trade relations between Taiwan and other countries.

Article 3

The office of the serving President shall serve as the official headquarters of the Federation for that term. A liaison office may also be established in Taiwan.

Chapter II - Membership

Article 4

The Federation shall consist of the Chinese Traders Associations of the six continents as member bodies.

Chapter III - Organization

Article 5

The Members' Representative Assembly is the highest authority of the Federation. It is composed of representatives elected or appointed by the constituent member bodies. Representatives serve for one year. The qualifications and method of selection of representatives shall be determined independently by each member body.

Article 6

Powers and responsibilities of the Members' Representative Assembly:

- Amend the Constitution.
- Approve the annual revenue and expenditure budget.
- Exercise the power of consent regarding the President.
- Exercise the power of consent regarding Vice Presidents and the Chair of the Board of Supervisors.
- Approve development plans proposed by the Board of Directors.
- Consider and decide proposals submitted by members' representatives.

Article 7

The Federation shall establish a Board of Directors as its highest executive body. It shall be composed of the President, Vice Presidents, Secretary-General, Treasurer, and a number of directors nominated by the member bodies. Directors serve for one year. Directors must be members' representatives. The method of selection shall be determined independently by each member body. The President, Vice Presidents, Secretary-General, Treasurer, and chairs of all committees are ex officio directors.

Article 8

Powers of the Board of Directors:

- Consider and decide proposals.
- Elect and remove the President.
- Review development plans submitted by the President.
- Review the revenue and expenditure budget.
- Receive for the record personnel appointments proposed by the President, including the Secretary-General, Treasurer, Deputy Secretaries-General, Deputy Treasurers, and conveners/chairs of committees.

Article 9

The Federation shall establish a Board of Supervisors as its highest supervisory body. The supervisory chair of each member body shall serve ex officio as a Deputy Supervisory Chair, and each member body shall additionally recommend one person to serve as a supervisor. The Board of Supervisors shall elect one Chair from among the Deputy Chairs and supervisors. The Chair serves for one year, may not serve consecutive terms, and may not come from the same member body as the serving President.

Article 10

Responsibilities of the Board of Supervisors:

- Supervise implementation of the Federation's affairs and activities.
- Review all financial receipts, expenditures, and accounting reports.
- Submit opinions on administrative and financial reviews to the Members' Representative Assembly.

Article 11
The Federation shall have one President, who shall oversee internal affairs and represent the Federation externally. Each member body may nominate one presidential candidate. After review and approval by the Election Committee, the Board of Directors shall elect the President by secret ballot, and the result shall be submitted to the Members' Representative Assembly for appointment. The President serves for one year and may not serve consecutive terms. Separate rules shall govern election and removal.

Article 12
Eligibility for candidacy for President is limited to persons who have previously served as a Vice President, Chair of the Board of Supervisors, or Secretary-General of the Federation.

Article 13
The serving President of each member body shall serve as a Vice President of the Federation, subject to approval by the Members' Representative Assembly. The term of office shall coincide with that of the President. Vice Presidents assist the President in Federation affairs. If the office of President becomes vacant, the Vice Presidents shall select one of their number to serve as acting President until the end of the current term.

Article 14
The Federation shall have one Secretary-General, several Deputy Secretaries-General, one Treasurer, and several Deputy Treasurers. These officers shall be nominated by the President and appointed with the approval of the Board of Directors. They assist the President in the administration of Federation affairs and serve terms concurrent with that of the President.

Article 15
The terms of office of the President, Honorary President, Vice Presidents, Chair and Deputy Chairs of the Board of Supervisors, Secretary-General, Deputy Secretaries-General, Treasurer, Deputy Treasurers, advisers, directors, supervisors, and members' representatives shall continue until the handover between the outgoing and incoming Presidents has been completed.

Article 16
After leaving office, the outgoing President may, by resolution of the Board of Directors, be appointed Honorary President for a term concurrent with that of the serving President.

Article 17
After leaving office, the outgoing Vice Presidents, Chair of the Board of Supervisors, Secretary-General, and Treasurer, as well as directors and supervisors with full attendance, may, by resolution of the Board of Directors, be appointed advisers for a term concurrent with that of the serving President.

Article 18
The Federation may establish various committees. The chair of each committee shall be nominated by the President and appointed with the approval of the Board of Directors. Committee chairs serve terms concurrent with that of the President.

Chapter IV - Meetings

Article 19

The Members' Representative Assembly shall be held once each year. When necessary, an extraordinary meeting may be convened by resolution of more than half of a joint meeting of directors and supervisors and organized by the Federation. A Members' Representative Assembly may convene only when more than half of all representatives are present, and resolutions require approval by more than half of the representatives present.

Article 20

Meetings of the Board of Directors and Board of Supervisors may be held jointly. A joint meeting may convene only when more than half of all directors and supervisors are present, and resolutions require approval by more than half of those present.

Article 21

Joint meetings of directors and supervisors shall be held at least twice each year. The time, place, and agenda shall be determined by the President in coordination with the hosting member body.

Article 22

A person unable to attend a meeting for valid reasons may issue a written proxy authorizing another person to exercise the absent person's rights. Each proxy holder may accept authorization from only one person. The form of proxy shall be prescribed separately.

Chapter V - Finance

Article 23

Member bodies and directors/supervisors shall pay annual dues. The amount shall be determined by the Board of Directors for the relevant term and used to support Federation operations. The Board shall determine the due date. A member body or director/supervisor that fails to pay for three months after the due date may, by resolution of the Board, have its membership or status suspended. Failure to pay for six months may result in cancellation of membership or status.

Article 24

The Federation may accept donations and sponsorships from member bodies and outside parties to support Federation finances.

Article 25

Expenses for the Members' Representative Assembly, joint meetings of directors and supervisors, and special projects or activities shall be raised by the President and the hosting member body.

Supplementary Provisions

Article 26

Amendments to this Constitution must be proposed by the joint signatures of twenty directors and shall be adopted upon approval by one-half of the members present at the Members' Representative Assembly.

Article 27
Detailed implementing rules for this Constitution shall be separately established by the Board of Directors.

Article 28
This Constitution shall take effect after approval by the Members' Representative Assembly and filing with the Overseas Community Affairs Council. The same procedure shall apply to amendments.

Implementing Rules of the WFCTA Constitution

Article 1
These Implementing Rules are established pursuant to Article 27 of the WFCTA Constitution in order to ensure the effective operation of the Federation.

Article 2
With reference to Article 4 of the Constitution: the Federation's member bodies are the Chinese Traders Associations of the six continents. Member organizations in individual countries should join the appropriate continental federation, and individual members should join the member organization of their country or area.

Article 3
With reference to Article 5 of the Constitution: the number of members' representatives shall temporarily be limited to a maximum of sixty for each member body. The joint meeting of directors and supervisors shall allocate representation according to the number of members and the principle of proportional representation. Each member body must periodically submit its membership list to the Federation for registration.

Article 4
To increase members' sense of participation and identification and to support the growth of the Federation, the number of directors from each continental federation under Article 7 of the Constitution shall be reported by each continental federation at the annual meeting for each term. A maximum of twenty-five persons may be appointed after approval by the Board of Directors.

Article 5
Eligibility for continued appointment as Honorary President under Article 16 of the Constitution and as adviser under Article 17 requires attendance at meetings or activities of the Federation during the current term at a rate of at least 50 percent.

Article 6
Pursuant to Article 18 of the Constitution, a Constitution and Election Affairs Committee shall be established to ensure the normal operation of each election cycle. It shall be specifically responsible for constitutional amendments and election regulations. The committee shall

temporarily consist of seven members elected by the joint meeting of directors and supervisors, and the President shall serve ex officio as convener.

Article 7

The Secretariat shall record attendance at meetings by the President, Honorary President, Vice Presidents, Chair of the Board of Supervisors, Secretary-General, advisers, directors, and supervisors. Before each term handover, these attendance records shall be submitted to the Election Committee for review. After certification by the Board of Supervisors, the Election Committee shall prepare a list of eligible appointees and appointment levels and submit it to the incoming Board of Directors for appointment.

Article 8

Responsibilities of the Secretariat:

- Register and process incoming and outgoing correspondence and records, including files and documents of meetings of directors and supervisors.
- Issue meeting notices within the prescribed period to all relevant persons.
- Prepare registration and sign-in arrangements, identification badges, attendance registers, and distribution of meeting materials.
- Arrange meeting venues, including seating for distinguished guests, the chair, advisers, directors, supervisors, and observers.
- Support meeting procedure, including agendas, proposals, and verification of attendance/quorum.
- Prepare and distribute meeting minutes. Minutes should be organized within seven days after a meeting and distributed within fifteen days.
- Maintain attendance records for directors and supervisors.
- Prepare letters of appointment.
- Prepare certificates of election for directors and supervisors and compile rosters and information for directors, supervisors, and members' representatives.
- Coordinate the operation of Federation affairs and working committees.
- Publish Federation newsletters or periodicals.
- Compile the annual yearbook.
- Carry out matters assigned by committees.
- Handle other related administrative matters.

Article 9

With reference to the funding provisions of Article 24 of the Constitution: annual dues for members, the President, Honorary Presidents, Vice Presidents, the Chair and Deputy Chairs of the Board of Supervisors, advisers, directors, supervisors, and other offices shall be set according to position. The fee schedule shall be submitted for resolution at the first meeting of directors and supervisors of each term and used to support annual Federation operations.

Article 10

At each meeting of the Board of Directors or joint meeting of directors and supervisors, the Treasurer shall submit a written report showing receivables, amounts received, outstanding amounts, expenditures, and other fixed-income items.

Article 11

All Federation financial income and expenditure reports must be signed by the President, Secretary-General, and Treasurer and then submitted to the Board of Supervisors for review. A financial report becomes valid only after it has also been signed by the Chair of the Board of Supervisors.

Article 12

Before directors and supervisors exercise their rights, including voting rights, they must first fulfill their obligations, including payment of required dues. Dues shall be paid before registration for each annual meeting. If payment is overdue, the Treasurer shall issue a formal reminder. If payment remains outstanding for three months, the Treasurer shall report the matter to the President and Chair of the Board of Supervisors, and formal notice shall be sent to the relevant continental federation terminating the membership rights or status of the director, supervisor, Honorary President, adviser, or other officeholder concerned.

Article 13

In exercising the Board of Directors' authority under Article 8 of the Constitution to elect and remove the President, the principles of openness, fairness, and impartiality shall apply. The rules governing election of the President shall expressly provide for the following:

1. Candidate qualifications in accordance with Article 12 of the Constitution.
2. Opening and closing dates for nominations/applications.
3. Date for eligibility review.
4. Election date.
5. Time for candidates to present their platforms.
6. Requirement that candidates submit a development plan for Federation affairs.

A proposal to remove the President may be initiated only with the signatures of at least one-third of all directors. The Board of Supervisors shall receive and review the proposal and shall submit it to the Board of Directors for a vote within thirty days.

Article 14

Each member body shall complete the selection of its directors and supervisors for the next term by the end of February each year and submit the elected roster and related information to the Federation Secretariat for forwarding to the Election Committee. The Election Committee is responsible for convening and handling election-related matters.

Article 15

Notices of Federation meetings must be sent to continental federations, directors, advisers, and other relevant persons at least forty days before the meeting date.

Article 16

The agenda of each Board of Directors or Board of Supervisors meeting shall include follow-up on resolutions from the previous meeting and identification of the persons responsible for related matters.

Article 17

The annual Members' Representative Assembly referred to in Article 19 of the Constitution shall include the following schedule and proceedings:

- The final Board of Directors meeting of the outgoing term, attended by the outgoing directors.
- The Election Committee convenes the incoming directors to elect the President and the incoming supervisors to elect the Chair of the Board of Supervisors.
- The Election Committee reports the election results.
- Proceedings of the Members' Representative Assembly.
- First part of the agenda: the outgoing President presides over the opening ceremony and reports on Federation affairs.
- Second part of the agenda: handled by the Election Committee.
- The Election Committee submits the appointment of the newly elected President to the Members' Representative Assembly for confirmation.
- Swearing-in ceremony for incoming directors and supervisors.
- Handover ceremonies for the outgoing and incoming President and Chair of the Board of Supervisors are held at the same time.
- The first joint meeting of directors and supervisors of the incoming term.

Article 18

After meetings, the Secretariat shall distribute all meeting records to directors, supervisors, advisers, chairs of working committees, and other relevant persons.

Article 19

With reference to Article 15 of the Constitution, handover shall be supervised by the relevant persons. The following items shall be transferred:

- The President transfers the Federation seal(s) and related files.
- The Treasurer transfers detailed financial records, accounts, and funds.
- The Secretary-General prepares a written inventory and transfers meeting records, rosters of directors and supervisors, and related materials.

Article 20

These Implementing Rules shall take effect after approval by the Board of Directors. The same procedure shall apply to amendments.

Annual Dues for Federation Operations

Pursuant to Article 23 of the WFCTA Constitution, members and directors/supervisors shall pay annual dues. According to a resolution adopted at the first joint meeting of directors and

supervisors of the 5th Term, held March 22-24, 2004 at The Grand Hotel in Bangkok, Thailand, the annual dues for WFCTA offices were established as follows:

Office / Status	Annual Dues
Serving Global President	US$2,000
Serving Global Chair of the Board of Supervisors	US$1,000
Serving Presidents of Continental Federations	US$500
Honorary Presidents	US$500
Honorary Global Advisers	US$300
Global Advisers	US$200
Serving Global Secretary-General	US$150
Serving Global Treasurer	US$150
Serving Chairs of Continental Boards of Supervisors	US$150
Serving Secretaries-General of Continental Federations	US$150
Serving Treasurers of Continental Federations	US$100
Serving Directors of Continental Federations	US$100
Serving Supervisors of Continental Federations	US$100
Members	US$20

These annual dues are used to support Federation operations. Collection begins after the second joint meeting of directors and supervisors of the relevant term and must be completed by the final annual meeting of that term. Under the organizational provisions of Chapter III of the Constitution, each continental federation must submit its full roster of directors and supervisors and pay the annual dues applicable to its Chair of the Board of Supervisors, Secretary-General, Treasurer, continental President, and other relevant offices before receiving ballots for the election of the next President.