

# OCA CONSTITUTION

**Designation.** The name of the Group shall be “**The Airborne Signals Old Comrades Association**”. (OCA).

**Aims.** The aims of the Group shall be to:

- To maintain a focal point for those who served in Airborne Signals.
- To provide a contact point between past and present Airborne Signals and arrange gatherings for them.
- To ensure that all qualifying soldiers and ex-soldiers are aware of the existence of the OCA and the opportunity to join.
- To maintain contact with all Airborne Signallers and offer comradeship, support and advice as appropriate and within the abilities of the Group.

In order to achieve its aims the Group shall:

- Raise money during reunions
- Open a bank account in its name
- Organise events
- Work with similar Groups and exchange information for the mutual benefit.

**Membership.** Membership is open to any former officer or soldier of Airborne Signals, who has:-

- Passed the Military Parachute selection course (P' Company).
- Qualified as a British Military Parachutist.
- Served on strength of an Airborne Unit.
- Never refused to Parachute.

All four requirements must be met to qualify as a member to the OCA. Associate membership may be granted to a wife or partner of a deceased member subject to confirmation by the committee.

**Administration.** The Group shall be administered by a Committee of five permanent members. The Officers of the Committee shall be Chairman, Vice Chairman, Treasurer, Secretary and Founder/Life Member.

The Duties of the Officers

**Chairman** shall - Chair meetings of the Committee and the Group. Represent the Group at functions/meetings that the Group has been invited to or nominate a suitable representative. Act as the spokesperson of the Group when necessary. Prepare an annual report/Newsletter.

**Vice Chairman** shall - deputise for the chairman. Assist the Chairman to produce an annual report/newsletter. Write Obituaries and articles for the Wire and Pegasus Magazines and liaise with Squadron Representative to prevent duplication.

**Secretary** shall - maintain an up to date membership list. Prepare the agenda for meetings. Produce minutes and circulate information to the group.

**Treasurer** shall – Control and supervise the financial affairs of the Group. Maintain the accounts and produce an account balance sheet for the AGM and Audit.

**Founder/Life Member** shall act in an advisory capacity.

**Finance.** All monies received by or on behalf of the Group shall be applied to further the aims of the Group. Cheques issued shall be signed by the Treasurer and Secretary.

**Committee Members.** Any OCA member may serve on the committee provided they are nominated by at least two ordinary members and subject to a show of hands at the annual general meeting. Committee members will usually serve for 2 years but may serve longer subject to confirmation by a show of hands at the annual general meeting.

**Change to the Constitution.** Any changes to this Constitution must be agreed by at least two-thirds of members by voting at a meeting or by post.