

# Chapters Policy

Version 1.0; as approved by the EFA Board on 21<sup>st</sup> January 2016.

## Creation and Disbandment

1. The Board may from time to time create and disband Chapters as it considers appropriate to the effective operation of Electronic Frontiers Australia, however it is intended that Chapters will be initiated and proposed by a group of members of the organisation that share a geographical location or a defined, non-geographic, community of interest.

## Constitution

2. In general, a Chapter:
  - is a subsidiary of the Board
  - is intended to perform functions and carry delegations relevant to undertaking activities related to a geographic area or to a defined non-geographic community of interest
  - is created with the intention that it operate for a considerable period of time.
3. The Board may approve, vary and withdraw this Policy from time to time as it considers appropriate to the effective operation of Electronic Frontiers Australia.
4. In the interests of efficiency, the Board may choose to delegate certain of its oversight powers in relation to this Policy to the Executive Officer or a specified member of the organisation.

## Composition

5. Ideally, each Chapter will contain at least one Board Member. Where this is not the case, the Chapter should appoint an individual to undertake liaison with the Board.
6. Chapter members must be active members of Electronic Frontiers Australia.
7. All members of Chapters are subject to the [Volunteer Guidelines](#)

## Procedural Arrangements

8. In general, each Chapter may conduct its processes in any reasonable manner, subject to the proviso that all members of the Chapter have appropriate opportunities to participate in and contribute to deliberations and decisions, and are kept generally informed of all measures that are to be taken in its name.
9. In general, each Chapter:
  - will keep the Board generally informed of its activities by informal means such as emails and phone-calls
  - in respect of each significant measure that it intends to take, will provide a sufficiently-detailed written Proposal to the Board, at a sufficiently early stage that the Board can take action to approve, vary or decline the Proposal
  - may submit written financial Proposals to the Board and, if approved, may expend monies within that budget unless revoked by the Board

- has the right to expect that the Board will approve formal Proposals by no later than the next available Board meeting, or will clearly communicate requests for additional information or clarification, required amendments, or the fact that the Proposal is declined.

## **General Delegations**

10. Each Chapter has the following general powers:

- (a) the power to host events, however any event designated as an 'EFA-hosted' event (rather than as a 'Chapter-hosted' event) will require prior authorisation from the Board, or its delegated representative.
- (b) the power to undertake fundraising activities either to directly fund its own activities or to fund activities of Electronic Frontiers Australia as a whole.
- (c) the power to undertake other activities, such as campaigning and education, that are aligned with Electronic Frontiers Australia's Objects and Purposes.

## **Specific Delegations**

11. The Board may also delegate specific powers to individual Chapters as it deems appropriate.

## **Representations**

12. Without prior authorisation of the Board, Chapter members do not have any authority to speak on behalf of Electronic Frontiers Australia.