



Australasian Military Medicine Association Ltd (AMMA)

Membership By-Laws

1. Introduction

These By-Laws are made by the Board of Directors of the Australasian Military Medicine Association Ltd (AMMA) under clause 33 of the AMMA Constitution. They exist to give practical effect to the Constitution and to provide further operational guidance on matters relating to membership, governance, and administration. These By-Laws must be read in conjunction with the Constitution, which prevails in the event of any inconsistency.

2. Purpose

The purpose of these By-Laws is to set out clear procedures and criteria for membership, including membership categories, rights, obligations, fees, and processes for admission, renewal, suspension, and cessation.

3. Membership Categories

Membership of AMMA comprises individuals and organisations who support the purposes of the Association. Membership is divided into two main classes as outlined in the Constitution:

- Voting Members; and
- Non-Voting Members

3.1 Voting Members

The following categories are classified as Voting Members:

- Full Members** – Individuals who, in the opinion of the Board, have a suitable tertiary qualification, or significant standing or experience in the fields of military medicine, healthcare, or related disciplines. For example, qualified medics, dentists, doctors, nurses and/or allied health professionals. Full Members have full voting rights, may hold office as Directors, and may participate in all AMMA activities.
- Emeritus Members** – Individuals who have rendered outstanding service to AMMA or who have made a significant contribution to military or veterans' health in the Australasian region. Nominations for Emeritus Membership shall be invited by the Board. The Board will decide the awarding of Emeritus members. Emeritus Members are exempt from annual membership fees and hold full voting rights.
- Retired Members** – Individuals who have retired from practice within a health-related profession, who have been financial Full Members for at least seven (7) consecutive years



immediately preceding retirement. Retired Members retain all the rights and privileges of Full Members, including voting rights.

3.2 Non-Voting Members

The following categories are classified as Non-Voting Members:

- a) **Associate Members** – Individuals who have a genuine interest in military medicine or related disciplines but do not meet the criteria for Voting Membership. Associate Members may attend and participate in AMMA activities and meetings but do not hold voting rights and are not eligible to be nominated for election as Directors.
- b) **Student Members** – Individuals enrolled in a recognised course of study that would, upon completion, qualify them for Full Membership. Student Members do not have voting rights and are not eligible for election to the Board. Student Members may participate in activities and benefit from reduced membership fees.
- c) **Corporate Members** – Organisations that support the purposes of AMMA may be admitted as Corporate Members. Each Corporate Member may nominate one representative to represent the organisation at meetings and events as an observer. Corporate Members do not have voting rights and are not eligible to be nominated for election to the Board.

4. Membership Application and Approval

- a) Applications for membership must be submitted in the prescribed form and accompanied by payment of the applicable fee.
- b) Applications shall be considered by the Board or its delegate, who may approve or reject any application at their discretion.
- c) The Board is not required to provide reasons for rejecting an application.
- d) An applicant becomes a Member when their name is entered in the register of Members.

5. Membership Fees

- a) The Board shall determine from time to time the joining and annual fees payable by Members, including any differential rates for specific categories.
- b) The Board may, in its discretion, waive or vary membership fees for special circumstances, including financial hardship or honorary appointments.
- c) Membership fees are due annually on the 1st of July. Members who fail to pay fees within the grace period (31st December) may have their membership suspended or terminated. The payment period is between 1st July and 31st December.



6. Rights and Obligations of Members

- a) Members must comply with the AMMA Constitution, these By-Laws, and any applicable policies, including the Code of Conduct.
- b) Members are expected to uphold the reputation of AMMA and contribute to the advancement of its purposes.
- c) Members must promptly notify the Secretary of any changes to their contact details or membership status.
- d) Members may receive benefits determined by the Board from time to time, which may include access to AMMA publications, discounted registration fees for conferences, workshops and other events, and eligibility for professional development programs. The specific entitlements for each category of membership will be published in the Membership Benefits Schedule.

7. Suspension, Expulsion and Appeal

- a) The Board may suspend or expel a Member in accordance with clause 13 of the Constitution if the Member fails to comply with the Constitution, these By-Laws, or acts in a manner prejudicial to AMMA.
- b) The Member will be notified in writing and given the opportunity to respond before a decision is made.
- c) A Member who has been suspended or expelled may appeal the decision as provided in the Constitution.

8. Review and Amendment of By-Laws

- a) These By-Laws may be amended, repealed or replaced by resolution of the Board.
- b) All amendments must be consistent with the Constitution and applicable laws.
- c) The By-Laws shall be reviewed at least every three years to ensure continued relevance and alignment with AMMA's operations and Constitution.