

Terms of Reference

ASIA-PACIFIC REGIONAL SCOUT FOUNDATION MANAGEMENT SUB-COMMITTEE

MISSION: To achieve the Regional Scout Foundation's periodical objectives by exercising its policies, rules and directions in the management of the Foundation.

MANAGEMENT: The APR Scout Foundation is managed by a Management Committee composed of seven members

- Immediate Past Chairman, APR Scout Committee
- Immediate Past Vice-Chairman, APR Scout Committee who was responsible for Management and Finance group
- Five members nominated by the above 2 persons. These five persons will be nominated from those who are not involved in a major responsibility in the APR Scout Committee or other Committees and in the operation of the Regional Office.

A member of the Management Committee must be a member of the Foundation at the time of his/her appointment.

OFFICERS

President: Immediate Past Chairman, APR Scout Committee
Vice-President: Immediate Past Vice-Chairman, APR Scout Committee who was in charge of the Management and Finance group
Promotion
Coordinator: To be elected by the members of the Foundation Management Committee from among the five nominated members.
Treasurer: To be elected by the members of the Management Committee
Secretary: Regional Director, World Scout Bureau/APR

Both the Treasurer and the Secretary need not be members of the Management Committee. They have no voting rights. A nominated member can serve only two terms of 3 years each.

QUORUM

Four members will make a quorum.

In each Regional Conference this Management Committee will be formed and the conference will duly be informed.

Responsibilities :

1. Promulgate policies, rules and directions in a) the management and b) the promotion of the Foundation.
2. Formulate guidelines on what Scouting projects are to be supported by the earnings of the Foundation Fund.
3. Prepare a long term plan with strategies to accumulate the capital *
4. Supervise the Trustees in the management and safeguarding of the "Asia-Pacific Regional Scout Foundation Funds."

5. Inform APR Scout Committee of the progress of the Foundation's activities including financial statement.
6. Appoint the external auditors of the Foundation.
7. Work independently but responsible and accountable to the APR Scout Committee.*
8. Meet at least once in six months.
9. Give a triennial report to the APR Scout conference.

* Updated on April 2007 in line with APR Scout Committee decision

Note:

Adopted as per the decision of the Regional Scout Committee at its meeting in April 2007 Japan on 14-15 April 2007. This Terms of Reference (TOR) of the APR Scout Foundation Management Committee is basically the same TOR prior to 2004 Brunei Conference which will now be effective from 2007 Regional Scout Conference. This decision supersedes the decisions made earlier regarding the TOR of the APR Scout Foundation Management Committee since December 2004.

*AR/sps/lmc
7 May 2007*