

**Constitution
of the
Asia Region of the
Commonwealth Parliamentary Association**

*Adopted at Islamabad
on 20th August, 2005*



**Commonwealth Parliamentary Association
Asia Region**

Amended at Lahore on 7th February 2025

**Provincial Assembly of the Punjab
Lahore
Pakistan**

1. Title of the Organization

"Asia Region of the Commonwealth Parliamentary Association" is the name of the Organization, and is referred to in this Constitution as "the Region."

2. Aims, Objectives and Activities

The aims and objectives of the Region are to promote knowledge of the Constitutional, Legislative, Economic, Social and Cultural systems of the Commonwealth countries in the Region as well as other countries in Asia having close historical and parliamentary association with the Region.

The aims and objectives may be pursued by:

- (a) holding regional conferences which, as far as possible, shall be held annually in a member country as decided by the Regional Conference;
- (b) arranging meetings, seminars and study groups on a regional or inter-regional basis;
- (c) exchange of visits to study matters of common interest within the Region;
- (d) publication of journals, reports of conferences and seminars and other papers relevant to the aims and objectives;
- (e) dissemination of reports on the activities of the Branches in the Region; and
- (f) such other actions as may be deemed necessary to realize the aims and objectives.

3. Membership

All registered Branches of the Region having good standing with the Commonwealth Parliamentary Association as a whole, that includes National Branches of Bangladesh, Maldives, Pakistan and Sri Lanka and Provincial Branches of Balochistan, Khyber Pakhtunkhwa, Punjab and Sindh shall be entitled to the membership.

4. Termination of Membership

- (a)* A Branch may terminate its membership of the Region by a written notice to the Regional Secretary.
- (b)* The Regional Conference may declare a Branch to be in abeyance if it is satisfied that the legislature of the Branch has ceased to function.
- (c)* When membership of a Branch is terminated, or is declared to be in abeyance, the obligations of the Branch upto the date of termination or the declaration, shall be binding on the Branch and subject to a decision of the Regional Conference to the contrary, the Branch shall not be restored to membership unless the obligations are satisfied.

5. Regional Executive Committee

- (a)* The Executive Committee shall comprise:
 - (i)* the Presiding Officers of the National Parliaments of the member countries;
 - (ii)* one member from the Provincial Assemblies in rotation; and
 - (iii)* three Regional Representatives of the CPA Executive Committee from Asia Region.
- (b)* The Chairman of the Executive Committee shall be elected by the Committee for a term of three annual Commonwealth Parliamentary Conferences;
- (c)* The Committee shall approve the annual budget of the Region and shall determine the annual membership fee of the member Branches;
- (d)* The Executive Committee shall meet at the time of holding of the Regional Conference and may hold consultative meetings at the time of a meeting of the annual Commonwealth Plenary Conference and General Assembly of CPA and at seminars held in the Region. It may also meet at a place and time, as fixed by the Chairman, when a decision of the Committee on a subject is needed;

- (e) The Regional Secretary shall, as far as practicable, not less than 21 days before the date of a scheduled meeting of the Executive Committee, send a notice to each member, mentioning date and place of the meeting and the business to be transacted;
- (f) The Regional Secretary may seek approval of the Committee about a matter when necessary, through correspondence with the members;
- (g) The quorum for a meeting of the Committee shall be three members including the Chairman. Same shall apply for approval through correspondence;
- (h) The Executive Committee may give directions to the Regional Secretariat and shall be responsible to ensure that the decisions of the Regional Conference are implemented:

It shall :

- (i) prepare agenda for Regional Conference;
 - (ii) decide dates and venue of the Conference;
 - (iii) approve Programmes of meetings, seminars and study groups;
- (i) The Chairman of the Executive Committee shall convene its meetings and shall preside. In the absence of the Chairman, the members present may elect one of them to preside over the meeting;
- (j) Decisions at meetings of the Committee shall be by a majority of the members present. The Chairman or-the member presiding shall have a casting vote only.

6. Regional Secretariat

- (a) The Secretariat of the National Assembly of Pakistan in Islamabad shall serve as the **Headquarter of the Region**, whereas, the Chair of the Regional Executive Committee, along with the Regional Secretaryship and the **Regional Secretariat** shall rotate with each National Parliament for a term of three-annual Commonwealth Parliamentary Conferences, on alphabetical basis.
- (b) The Regional Secretary shall be responsible for general administration and organization of meetings, seminars, regional conferences, study groups and exchange visits. He shall maintain close liaison with the Branches of the Region.

7. Regional Conference

- (a)* There shall be a Regional Conference of the Region to be hosted ordinarily each year by a Branch of the Region.
- (b)* Each National Branch shall be entitled to 5 voting delegates; and each provincial branch will have 2 voting delegates. In addition to its normal entitlement of voting delegates, the host Branch may send an equal number of additional delegates, who shall not be entitled to vote.
- (c)* The members of the Executive Committee shall be entitled to attend as voting delegates in addition to the branch delegates attending the conference.
- (d)* Each delegation may be accompanied by a Secretary.
- (e)* Observers may also attend on the invitation of the host Branch.
- (f)* The Secretary General or the nominee of the Commonwealth Parliamentary Association (CPA) may attend as an Observer.
- (g)* The Conference shall be presided over by the Presiding Officer of the host Branch and by a member of the Executive Committee in the absence of the Presiding Officer.

8. Regional Representatives

- (a)* The Region shall be represented on the Executive Committee of the CPA by three Regional Representatives one of whom shall retire each year, after having served a term of three-annual Commonwealth Parliamentary Conferences. In the nomination of Regional Representatives to the CPA Executive Committee, National Parliaments of the countries will be entitled to elect two representatives, the election of which will rotate in alphabetical order. The provincial legislatures will be entitled to elect one representative in rotation in alphabetical order.
- (b)* A function of the Regional Representatives is to represent the views and concerns of the Region at the CPA Executive Committee meetings and to the Regional Secretariat.
- (c)* In representing the interest of the Region, the Regional Representatives shall :

- (i) maintain close liaison with Branches of the Region, and
- (ii) actively consult the Branches keeping them informed of the developments within the Region.

9. Branch obligations

(a) A Branch in the Region shall provide the following to the Regional Secretariat :

- (i) a copy of the current Constitution of the Branch;
- (ii) a current list of the Branch members;
- (iii) dates of National Days/Republic Days or Independence Days;
- (iv) copies of Rules or Standing Orders and lists of Committees of Parliament, their powers and functions;
- (v) annual and other reports of meetings, conferences or other activities held by the Branch; and
- (vi) any other information of a Parliamentary nature which may be requested by the Executive Committee.

(b) A Branch shall implement the decisions of the Regional Conference or of the Executive Committee.

10.Sources of Finance

The finances of the Region may accrue from the following sources:-

- (i) voluntary contributions from member Branches, Governments, individuals and organizations in the Region;
- (ii) annual assessments levied on Branches;
- (iii) grants from CPA Capital Working Fund;
- (iv) returns from investments made in fixed properties, bonds, securities, stocks etc;
- (v) various fund raising activities approved by the Executive Committee; or
- (vi) any other sources approved by the Executive Committee.

11. Financial Year

Gregorian calendar year shall be the financial year.

12. Budget

The Regional Secretary shall prepare an annual budget which shall be presented to the Executive Committee for approval.

13. Accounts

- (i) The Regional Secretary shall open an account at a commercial bank situated at a place where the Regional Secretariat locates, with such signatories as the Executive Committee may decide from time to time.
- (ii) The Regional Secretary shall maintain accounts and books of accounts for the Region.

14. Audit

The Regional Conference in its annual meeting shall appoint an auditor to undertake audit of Regional Secretariats accounts for each financial year and the report shall be presented to the Regional Conference for approval.

15. Amendment

- (a) The Constitution of the Region may be amended by the Regional Conference at a meeting with a two third majority of the votes of the delegates of the Conference.
- (b) An amendment to the Constitution may be proposed by a Branch by notifying it to the Regional Secretary. The proposed amendment shall be communicated by the Regional Secretary to all Branches not less than 30 days before the meeting of the Committee.

16. Dissolution of the Association

- (a) Notice of a Resolution to dissolve the Region may be given by a Branch to the Regional Secretary, who shall circulate the notice to the Branches and the Executive Committee Members within 14 days of its receipt.
- (b) A resolution for dissolution of the Region shall not be passed unless three fourth Branches support it at a Regional Conference.

17. Relationship with the CPA

Nothing in this Constitution shall be incompatible with the provisions of the CPA Constitution.

18. Adoption of the Constitution

The Constitution shall come into effect on its adoption by the Presiding Officers or their nominees from National Parliaments of Bangladesh, Maldives, Pakistan and Sri Lanka and all Provincial Assemblies of Balochistan, Khyber Pakhtunkhwa, Punjab and Sindh.

(Amended and Adopted unanimously along with the Ancillary Procedures on 7th February, 2025 at Provincial Assembly of the Punjab, Lahore.)

Adoption of Procedure ancillary to the CPA Asia Constitution - 2005

Regional Executive Committee (<i>Rotation Criteria for Provinces</i>)
Ancillary Procedure to Article 5(a)(ii): The Provincial Assemblies shall be entitled to elect one member in rotation <u><i>in alphabetical order, for a term of three-annual Commonwealth Parliamentary Conferences (CPC), which shall correspond to the rotating three-CPC term of the office of the Chair of the Regional Executive Committee among the Member National Parliaments.</i></u>
Regional Executive Committee (<i>Virtual Meetings</i>)
Ancillary Procedure to Article 5(d): In absence of the holding of a Regional Conference in person, in a given calendar year, the Regional Executive Committee shall hold its <u><i>virtual</i></u> meeting at a day & time, as determined by the Chair. Similarly, the Regional Secretary may seek approval of the Committee about a matter, when necessary, through <u><i>electronic correspondence or virtual meetings</i></u> with the Branch Secretaries of the CPA Asia Region.
Permanent Headquarter and Regional Secretariat
Ancillary Procedure to Article 6(a): <u><i>The Secretariat of the National Assembly of Pakistan in Islamabad shall serve as the Headquarter of the Region,</i></u> whereas, the Chair of the Regional Executive Committee, along with the Regional Secretaryship and the <u><i>Regional Secretariat shall rotate</i></u> with each National Parliament for a <u><i>term of three-annual Commonwealth Parliamentary Conferences (CPC)</i></u> on alphabetical basis.
Regional Conference (<i>Criteria for Observers</i>)
Ancillary Procedure to Article 7(e): In addition to other observer invitees, the <u><i>parliamentary bodies</i></u> , meeting the following criteria, in the Member countries shall be extended invitation to attend the Regional Conference as Observers by the host Branch: (i) Those recognized by domestic law as assemblies competent to enact state, provincial, or territorial legislation, or legislation in a dependency; (ii) Those composed of members duly elected or appointed through a legitimate process as defined by domestic law; and (iii) Function as parliamentary bodies adhering to democratic principles.

Adopted on the 7th of February 2025 during the 1st Joint CPA Asia & South-East Asia Regional Conference hosted by Provincial Assembly of the Punjab from 6th to 10th February 2025 in Lahore, Pakistan.
