

**SINO-CANADIAN PHARMACEUTICAL PROFESSIONALS ASSOCIATION  
BY-LAW**

**ARTICLE I  
SHORT TITLES AND NAME**

The organization's name is Sino-Canadian Pharmaceutical Professionals Association ("SCPA"). Any names associated with SCPA may not be used without the consent of the SCPA Board of Directors.

**ARTICLE II  
OBJECTIVES AND PURPOSES**

SCPA is a not-for-profit organization registered in Canada. It is a platform to network and collaborate with pharmaceutical executives and leading technical experts in China and Canada, with members of pharmaceutical professionals in Canada and China.

The primary purpose of SCPA is to serve its members on:

- Facilitate knowledge sharing among Chinese pharmaceutical professionals in Canada
- Provide a platform for its members to be updated on the latest international pharmaceutical development and professional advancement opportunities
- Support members with their own career development and advancement
- Promote collaboration between Canadian and Chinese pharmaceutical companies and organizations

**ARTICLE III  
MEMBERSHIP**

1. **Members.** Any individual or organization who supports the objectives of SCPA and is willing to contribute to the achievement of these objectives, and who has an interest in pharmaceutical and biopharmaceutical areas in the broad meanings, is eligible for membership.
2. **Admission to Membership.** Any individual or organization meeting the requirements in Section 1 of this Article shall be admitted to membership in SCPA upon completion of administrative process of any required application accompanied by the payment of the required dues.
3. **Membership Rights, Benefits and Services.** Each member shall have the following rights, benefits and services:
  - 3.1. Voting and being voted;
  - 3.2. Participating in and supporting SCPA activities;
  - 3.3. Discussion and suggestions about the events to be held by SCPA;
  - 3.4. Facilitating exchange of knowledge in the public domain.

The Executive Council may propose amendments to membership benefits and services as it deems necessary or desirable in furtherance of SCPA purposes. The proposed amendment will need to be approved by the Board of Directors before it becomes effective.



---

**ARTICLE IV**  
**BOARD OF DIRECTORS**

1. **Composition.** The Board of Directors (hereinafter “Board”) shall consist of SCPA President and elected Board members. The numbers of board member should be 4, and the elected Board members shall be members having at least two years of membership with SCPA.
2. **Duties and Authorities.** The Board of Directors shall
  - 2.1. Resolve any issues regarding the By-law and SCPA policies/procedures, and have the ultimate authority on the interpretation of the By-law;
  - 2.2. Oversee the President and the Executive Committee's management of SCPA to ensure that they fully and faithfully comply with the By-law and be obligated to taking necessary preventive and corrective measures in the event of a serious or potential serious deviation;
  - 2.3. Take responsibilities on long-term strategic planning and major structural changes of SCPA, including but not limited to organizational development, long-term financial planning, and promulgation of policies and procedures regarding, and approval of, establishment and dissolution of regional chapters;
  - 2.4. Have the authority to select from nominees’ final candidates for President and the Executive Council members, approve election results, and approve appointments of heads of SCPA standing departments nominated by President.
3. **Chair of the Board of Directors.** Chair of the Board shall be elected by all Board members from a slate of two (2) candidates, including Immediate-Past President and a non-presidential Board member.
4. **Terms of Office.** The Board members have a two (2) year terms and are subject to elections at annual meeting when the term is up, and may be re-elected without term limits.

**ARTICLE V**  
**EXECUTIVE COUNCIL**

1. **Composition.** The Executive Council (hereinafter “the EC”) shall consist of:
  - 1.1. SCPA President
  - 1.2. SCPA Vice-Presidents
  - 1.3. Heads of SCPA standing departments
2. **Duties and Authorities.** The Executive Council shall be responsible for the management of SCPA affairs within the term of the year. It shall promulgate as appropriate SCPA policies and shall approve and execute all SCPA yearly programs and activities.
3. **SCPA President.** SCPA President is the Chief Executive Officer and presides over the EC. The Vice-President shall assist the President in all aspects and perform the duties of the President in the absence of the President and shall perform such other duties as may be assigned by the Executive Council.
4. **Term of Offices.** SCPA President and Vice-President shall serve for a term of one (1) year and serve until his/her successor has been duly elected and installed. Heads of SCPA standing departments shall



be created through nomination by SCPA President and approval by the Board, and shall serve one (1) year, and may be re-nominated.

## **ARTICLE VII ELECTIONS**

1. **SCPA President, Vice-President and EC Members** are elected annually via ballot by the entire SCPA membership according to a schedule and procedures established by the EC. The candidates shall be nominated by SCPA members. Two (2) final candidates for the President, Vice President and final candidates for EC members shall be selected by the Board.
2. **Board of Directors** shall be elected annually by the EC at the beginning of each term. The candidates shall be nominated by SCPA President, Vice-Presidents and members of the exiting Board of Directors.

## **ARTICLE VIII OTHER AFFILIATIONS**

1. **Other Affiliations.** Affiliations may be established with the approval by the EC and Board to meet SCPA needs and help achieve SCPA objectives.

## **ARTICLE IX FINANCES**

1. Financial regulations shall be established and followed. Funds for SCPA activities shall be obtained from public donations, sponsorship, membership dues and other sources approved by the EC.
2. SCPA membership dues shall be established by the EC. SCPA adopts “yearly balanced budget” policy. President and Treasurer shall prepare jointly an annual budget for review and approval by the EC for SCPA’s fiscal year.

