



## **CONSTITUTION (March 2002)**

### **1. Association**

- 1.1 The Pharmaceutical Quality Group is a group of professional quality practitioners incorporated within the Institute of Quality Assurance.

### **2. Objectives**

1. To promote the open exchange of information and experience concerning pharmaceutical quality matters.
  2. To promote the development of a consistent approach to pharmaceutical quality and good pharmaceutical practices (GXP).
  3. To promote the status of, and to represent, Qualified Persons and other pharmaceutical quality assurance professionals.
  4. To promote education and training in the achievement of pharmaceutical quality in line with current requirements for continuing professional development (CPD) and as a means of reducing risks to the quality of pharmaceuticals throughout the supply chain.
- 2.1 To meet these objectives, the Group's activities include organising meetings on subjects of topical interest, submitting members' comments on proposed changes to guidelines and regulations relating to the industry, arranging training courses, developing Codes of Practice/Application Standards for pharmaceutical suppliers and publishing Monographs on Q.A. aspects of pharmaceutical manufacture.

### **3. Membership**

- 3.1 Membership is open to persons employed within or by the pharmaceutical industry, regulatory authority, academia, consultancy or other related industry e.g. suppliers, who have a professional interest in pharmaceutical quality management.
- 3.2 The Committee reserve the right to reject an application for membership if a majority of two thirds oppose it.
- 3.3 An annual membership fee, set by the Committee will be charged to non-members of IQA.

### **4. Committee**

- 4.1 The activities of the Group are co-ordinated by a Committee of up to ten members elected by the Group members present at the Annual General Meeting, together with up to six co-opted members.
- 4.2 A maximum of three members from an organisation may serve simultaneously on the Committee.
- 4.3 Committee members are encouraged to become members of the Institute of Quality Assurance, at any grade.
- 4.4 The Officers shall be the Chairman, the Vice-Chairman, the Honorary Secretary and the Honorary Treasurer.
- 4.5 The Committee shall elect the Officers. The officers of the Committee must be members of the Institute of Quality Assurance, at any grade, in order to be eligible for selection.
- 4.6 The Chairman and Vice-Chairman shall hold office for a period of no longer than three years and shall not be eligible for immediate re-election.
- 4.7 The Honorary Secretary and the Honorary Treasurer shall hold office for a period of no longer than four years but shall be eligible for reappointment for a maximum of a further four years at which time they must stand down for a minimum of one year.
- 4.8 Ordinary members of the Committee shall serve for a period of no longer than three years and shall be eligible for re-election in that capacity for a maximum of a further three years at which time they must stand down for a minimum of one year.
- 4.9 Co-opted members of the Committee shall serve for a period of no longer than three years but shall be eligible for immediate re-nomination.
- 4.10 An annual report is presented to the Group, together with a financial statement.
- 4.11 The arrangements for the disbursement of Group funds will be in accordance with the articles of Association of IQA.