



REME ASSOCIATION REME75 RULES



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Foreword by Colonel CP Phillips ADC
Colonel REME and Vice President of The REME Association

I am delighted to present these revised rules of The REME Association '**The REME 75 Rules**'. Our previous rules 'The Jubilee Rules' served us well but much has changed since they were written and published in 1977. Our aim with this revision has been to simplify wherever possible and not restrict our membership in any way should they wish to set up a branch, group or community of interest to serve the needs of The REME Family.

I draw your attention to Part 1 and the definition of membership criteria 'Anyone who has served, or is serving, in REME and their spouse/partner is a member of the REME Association for life'. This cannot be clearer and emphasises our inclusivity. We are all members of the REME Family – for life.

The REME Association provides comradeship and support for those that desire it and those who need it across the whole REME Family. It develops communities of interest and engagement to bring the like-minded together and provides practical help from within its own resources and from The REME Charity. Your commitment and achievements with the Corps of REME are appreciated, highly valued and The REME Charity wants you to be part of The REME Family throughout your career and beyond.

You will also note there will be no Annual Membership Fee. All those leaving the Service are invited to consider making a voluntary annual charitable donation and those who have already left are similarly invited to do so. All will have the opportunity to ring-fence their donations to the REME Association. This is consistent with the principle of voluntary donations currently made under the Day's Pay Scheme in which the vast majority of our serving officers and soldiers are enrolled. A donation also better reflects its purpose, which is to further the charitable aims of the REME Association rather than provide a form of benefit or service in return for payment.

The REME 75 Rules are now officially published and to be adopted by us all. The Jubilee Rules are henceforth archived and now part of our history. The revised rules are deliberately loose to enable us all to operate in a less restrictive manner. We want the REME Family to meet and organise and help and support each other wherever and whenever we wish. There will be space for formal branches, informal groups and communities of shared-interest wherever and however we wish, operating within the REME 75 Rules. Thank you.

Signed

1st May 2018

REME Association Rules – The REME 75 Rules
Part 1 – Membership

1. The REME Association recognises one class of membership – ‘Member’.
2. All members of the REME Association are invited to make an annual voluntary charitable donation in order to further the Aims of the Association.

Membership Criteria

3. The following are entitled to membership of the REME Association:
 - a. Anyone who has served, or is serving, in REME and their spouse/partner is a member of the REME Association for life.
 - b. Supporters of, and those with an interest in, the Corps of REME. Applications from this category will require a sponsor from the preceding category.
 - c. Anyone considered to have made a significant contribution to the Association may, with the approval of the Association Executive Committee, be elected an honorary member of the Association.

The forgoing describes the routes to membership. There are no distinct categories of membership and all members are equally entitled to volunteer to serve on, for example, local and national Association Committees.

Annual Charitable Donations

4. All members of the REME Association are invited to make an annual voluntary charitable donation to the REME Charity to enable the REME Association to provide greater levels of support across all of the REME Family. Those currently serving normally donate through their Days’ Pay Scheme contributions and all members are requested to continue their donation once their service is complete. The use of direct debits is encouraged with any annual donations being collected on 1 April each year.
5. Members are not required to make a donation in order to maintain their membership. They may choose however, to do so thus continuing their support to the REME Charity.
6. Individual branches may charge their own subscriptions within the branch, for use as the branch committee sees fit. This would be additional to any annual voluntary charitable donation paid by members.

Annual Charitable Donation - 2018/2019

7. The suggested donation amount for 2018/19 is £15 per annum although individual donations should be at a level that is affordable to the member at their discretion and depending on their own particular circumstances.
8. Members are strongly encouraged to set up a Direct Debit. Annual donations may also be paid by cheque or bank transfer where necessary.

REME Association Rules – The REME 75 Rules
Part 2 – Communities, Groups and Branches

1. **Aims.** The REME Association aims to foster the spirit of the Corps of Royal Electrical and Mechanical Engineers: Regular, Reserve and Retired. It encourages comradeship and provides support for those who desire it and those who need it across the whole REME Family and assists serving members of the Corps in their transition to civilian life. It seeks to develop communities of interest and engagement to bring the like-minded within the REME Family together and be a source of, and a conduit for, the provision of practical help from within its own resources and from the REME Charity. To help fulfil these charitable aims and to allow members to network socially and professionally, the Association supports the formation of the following entities:

- a. Communities.
- b. Groups.
- c. Branches.

2. These entities are defined and explained as follows:

a. **Communities.** A community is a grouping of Association members, formed so that they may pursue a common interest. A community will allow members to share information with other like-minded individuals, seek or offer advice, showcase achievements and allow the exploration of new areas of interest. Communities can be wide ranging and cover social or professional matters, as well as sports, hobbies and more general interests. The Association will recognise and support the formation of a community, as long as there is an established lead/point-of-contact between the community and the Association. An Association community may exist physically or virtually (but is more likely to be a combination of both). The community name, intentions and proposed activities must be agreed with the Association in the first instance.

b. **Groups.** A group consists of a number of Association members formed so that they may meet regularly on a predominantly social basis. Group members are likely to live in the same geographical area though this is not an absolute requirement. There are no formal rules applicable to the formation of a group, though each group must have a nominated point-of-contact known to the Association.

c. **Branches.** A branch will consist of a number of Association members, predominantly living in the same geographical area, and generally operating under more formalised arrangements. Branches may write their own rules to cover the range of activities that they wish to undertake, these rules should be discussed and agreed with the Association to ensure that they are completely coherent with its objects. Branches may administer their own funds, participate in formal activities, and play an active role in supporting the wider activities of the REME Family. Branches must adhere to the following:

- i. An appropriate branch representative/lead must be identified and contact details notified to RHQ REME for communication purposes.
- ii. Association branch members may carry a Branch Standard at formal events, in the form and manner prescribed by the Association Executive acting on behalf of the trustees of the REME Charity. When a new branch is established, it should appoint a Standard Bearer and apply to the Association

Executive for a Branch Standard. A Standard will be issued as soon as possible on long term loan to the Branch. Should a branch wish to change its title or other accoutrement, funding may not be available from The REME Charity and will be decided on a case by case basis.

iii. The appointment of branch officials shall be at the discretion of each branch, and should reflect the scope of activity that the branch wishes to undertake.

iv. Branch activities must always support the aims of the Association.

v. Branches should report once per year to the trustees of The REME Charity through the Association Executive. Detail should be provided on notable branch activities, recruiting activity, and other successful initiatives.

3. Due to the number of individuals in a particular geographical area, it may be appropriate to form an Association group as opposed to a branch (this would certainly be the case should the intention be purely social). Conversely, where a group grows larger, it may acquire the appetite for more activity, and could then seek to become a new branch. The intention within the Association is that there is some flexibility, and that members are not disadvantaged through geographical factors or fluctuations in local membership numbers.

4. All members are encouraged to participate in Association activities through the means described above. Members are however required to adhere to the Association Code of Conduct at all times (Part 3 of the Association Rules).

5. Those wishing to form a Community, Group or Branch should contact the Association Executive, based in RHQ REME, in the first instance.

REME Association Rules – The REME 75 Rules
Part 3 – Code of Conduct

1. The REME Association is an entity of The REME Charity and an integral part of the REME Family. Individuals and organisations outside the Corps of REME will not distinguish between the Association and the Corps. Members are therefore expected to uphold the highest standards of integrity and behaviour when involved in Association activity or when acting on behalf of the Association in any capacity.
2. This Code of Conduct:
 - a. Sets out the standards required of REME Association members as a condition of membership.
 - b. Applies to all members, irrespective of rank, grade or status, or the roles they fulfil either for the Association or for other organisations.
 - c. Is primarily concerned with the conduct of the individual although is applicable to the collective with regard to safeguarding (see para 5 below).
3. In order to comply fully with this Code of Conduct, an individual member must:
 - a. Accept a personal duty to uphold the reputation of the Association, the Charity and the wider REME Family, and take no action which could bring the Association into disrepute or otherwise tarnish the good name of REME.
 - b. Act with integrity and respect when dealing with other members of the Association, whether on a social, professional or advisory basis.
 - c. Ensure they are suitably competent and qualified if acting on behalf of the Association as an advisor in any capacity.
 - d. Ensure confidentiality is maintained at all times.
 - e. Have due regard for public health, privacy, security and wellbeing of others and the environment when representing the Association.
 - f. Conduct all Association activity lawfully and without discrimination on the grounds of sex, sexual orientation, marital status, nationality, colour, race, ethnic origin, religion, age or disability.
 - g. Not make any statement on behalf of the Association or purport to represent the Association (or any part thereof) through any public medium, including digital social media, unless authorised to do so by the Association Executive acting on behalf of the trustees of The REME Charity. Members must not use an Association email address or signature block when representing his/her personal views.
 - h. Accept a duty to the Association to encourage membership, and support the wider activities and aims of the REME Charity.
 - i. Where applicable, protect personal data to prevent unlawful disclosure and identity theft.
 - j. Not claim knowledge or competence that he/she does not possess.

k. Respect and value alternative viewpoints.

4. Members are expected to conduct themselves at all times in such a way that they bring credit to the Association, the Charity and the wider REME Family, its members, or those organisations that support our activities. No discredit or damage that may bring our reputation into disrepute is to be caused. Any suggestions for improvement, complaints, or observations that may be seen as contentious, must be directed to the Association Executive staff in the first instance, and must not be aired publicly through social media or any other communication channel.

5. All members are obliged to immediately report to the Association Executive staff any issue that could impact the reputation or ability of the Association or the Charity to be statutorily compliant.

Safeguarding

6. The REME Association must follow the safeguarding policies of the REME Charity, in particular those related to the acceptance of legacies and protection of vulnerable adults.

7. The REME Association Executive Committee may be asked to investigate reported serious instances of non-compliance with the Code of Conduct. Where this is the case, and a serious non-compliance is proven, the following courses of action may be taken:

a. Censure.

b. Dismissal from the Association.

REME Association Rules – The REME 75 Rules
Part 4 – Membership Benefits

1. There are a number of specific benefits available to members of the REME Association, resulting in a package that gives value not only when members are in military service, but throughout an entire working career and into retirement. Members may find that different aspects of membership become more important during different phases of their professional and private lives but the support that members provide to the REME Family through their membership is a constant throughout. The specific benefits of REME Association membership are:

- a. Access to Association professional and social networks.
- b. The opportunity to share interests with the wider REME family by establishing a Community, Group or Branch.
- c. Access to information, advice and support concerning professional recognition and registration.
- d. REME Association Membership Card.
- e. Access to, and support from raja.
- f. Privileged access to a discount/benefits package and additional benefits that may subsequently be established.
- g. The ability to maintain close links with the entire REME Family throughout service and beyond.
- h. Access to individual/group awards and recognition.
- i. For those that choose to make a voluntary annual charitable donation as detailed at Part 1, the main benefit is their continued support for the REME Charity. (See also below).

2. The simple act of joining the REME Association and choosing to make a charitable donation helps support the REME Charity in providing welfare and benevolence wherever it is required, something that all members can take great pride in, and arguably the greatest benefit of all.

3. The range of benefits available to members may change from time-to-time as the Association continues to develop. Any change will not detract from the Association offering, but will seek to add further value for members. Bespoke benefits applicable only to REME Association members rather than general discount cards that simply replicate those available to Armed Forces or Veterans, will be particularly sought.

4. Members are encouraged to provide feedback on the range of benefits to support development and future initiatives and suggested additions, particularly links to potential providers are welcome.

REME Association Rules – The REME 75 Rules
Part 5 – Governance

1. The REME Association is an entity under the governance of the REME Charity, a registered charity in England and Wales, number 1165868. Accordingly, the Association is governed such that its activities continue to meet with the charitable objectives.

STRUCTURE

2. The Association's Headquarters is co-located with the offices of The REME Charity in RHQ REME, MOD Lyneham in Wiltshire, a hub from where it manages its charitable and other membership related activities.

3. To support these activities, the Association has a regional network comprising:

- a. Scotland and NI.
- b. North.
- c. Midlands.
- d. South West and IOW.
- e. South East and London.
- f. Wales.

4. These 6 regions provide a local liaison point and conduit between the Lyneham hub and the communities, groups, and branches (see Association Rules Part 2) within their region. Association branch members within each region, along with community and group members who are resident in that region, should elect a nominated regional representative to sit on the Association Executive Committee. Appointments should be confirmed by that committee.

5. Overseas branches will be kept informed directly from the membership hub.

OFFICERS OF THE ASSOCIATION

6. The Association is to have the following officers:

- a. President Master General REME
- b. Vice-President Chairman Executive Committee
- c. Vice-President Vice Chairman Executive Committee

THE REME CHARITY TRUSTEE BOARD

7. **General.** The REME Charity Trustee Board has overall responsibility for the Association, but will delegate to the Executive Committee the day-to-day conduct of Association affairs.

8. **Reserved Powers.** The REME Charity Trustee Board reserves the following powers:

- a. Approval of the rules of the Association.

- b. Defining the composition and Terms of Reference of the Executive Committee.
- c. Recommending an amount for the suggested Voluntary Annual Charitable Donation by REME Association members. (See Part 1).
- d. The approval of the annual budget.
- e. The approval of the annual accounts.

THE EXECUTIVE COMMITTEE

9. **General.** The Executive Committee functions under the direction of the REME Charity Trustee Board and is responsible for the detailed management of the affairs of the Association. The Committee will always include at least one trustee of The REME Charity.

10. **Composition:**

Chairman ¹	Colonel REME
Vice-Chairman	Retired Senior Officer Late REME ²

Members:

Corps Secretary and Chief Executive of The REME Charity
 Regional Representatives
 Corps ASM
 Secretary REME Association
 Membership Manager

11. **Regional Representatives.** Their role is to: act as a conduit for communication, keep in touch with each community/group/branch within their area and to be aware of activities and any problems. He/she should also be ready to provide advice and to raise matters on behalf of their area with the Executive Committee. Regional Representatives have a specific responsibility for driving the creation of new communities, groups and branches in their area and for providing ongoing support to these as required. They should stand for a maximum of 5 years. Although they may be re-elected they should actively canvas for a replacement within their region as their tenure closes.

12. The Committee may co-opt such additional members as it sees fit.

13. **Terms of Reference:**

- a. The Committee shall exercise detailed control over all aspects of the affairs of the Association, under the guidance of The REME Charity Trustee Board.
- b. The Committee may make recommendations to The REME Charity Trustee Board on any matters where powers are reserved.
- c. The Committee has responsibility for:
 - i. Drafting the rules of the Association and amendments thereto.

¹ The Chairman or Vice-Chairman will normally also be a trustee of The REME Charity.

² To be nominated by the Trustees of The REME Charity on the advice of MG REME.

- ii. Preparing the annual budget.
- iii. Submitting the annual accounts.
- iv. Allocating grants to communities/groups/branches.
- v. Overseeing the election or appointment of community/group/branch representatives.
- vi. The refusal, suspension or termination of membership.

14. The Committee shall meet at times decided by the Chairman, but not less than twice a year.

RECORDS AND ACCOUNTS

15. Minutes of the meetings of the Executive Committee are to be prepared by the Association Secretary.

16. Association accounts are to be maintained by the Corps Treasurer. These accounts are to be audited annually by the auditor in accordance with the scheme laid down by The REME Charity.