

# Rules of the Military Police Association Ireland



*Steadfast & Vigilant*



## **RULES OF** **THE MILITARY POLICE ASSOCIATION IRELAND** **(Revision 01)**

### **INTRODUCTION**

The Military Police Corps is the law enforcement agency with the Defence Forces deriving its authority from the Provost Marshal (PM).

During the period in 1922 before the outbreak of civil war when barracks were being taken over from the British Forces, suitable men were enrolled as Military Policemen, in Dublin (20) and the Curragh Camp (30). Their duties consisted mainly town patrols and special escort duties (Still being performed today). By the end of 1922, due to the increased strength of the Defence Forces, the number of Military Policemen was increased to 300.

In 1924 there was another Defence Force reorganisation and the Military Police Corps establishment permitted strength of 564 all ranks and provided for, Headquarters, Five Companies, Military Barracks (Arbour Hill, Curragh Camp, Cork and Athlone, Training Depot (McKee Barracks, Dublin).

This new establishment saw the appointment of Major Roger Edmund McCorley as Provost Marshal (PM).

Many reorganisations took place over the years and in the 1960's the first Military Police Association was established through the Provost Marshal's office. For one reason or another association dwindled away to such an extent that in the late 1970's it no longer existed.

In March 2014 a small group of retired MP veterans came together in the MP Mess, The Curragh Camp to explore the possibility of establishing an MP association. From discussions at those meeting it became clear that there was a great requirement for such an association. Therefore the MPAI was established.

Members of the MPAI meet on a monthly basis at the MP Mess, DFTC Curragh Camp, In March 2016 the North West Branch of the MPAI was established and in April 2016 the Southern Branch of the MPAI was established. These branches were established on the request from MPAI members residing in these areas.



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## **The National Executive Committee**

The National Executive Committee of the Military Police Association Ireland hereafter known as "the MPAI" shall be:

### **Ex-Officio:**

- (1) The Executive Chairman of the Association;
- (2) The National Executive Committee made up of the national Secretary, national Treasurer and national PRO/Welfare officer.
- (3) A representative from the Branches of the MPAI.
- (4) Procurement
- (5) Comm's
- (6) Up to six other members who were elected at an AGM.
- (7) The NEC may second others who have a particular skill which will benefit the association

## **RULES**

### **Rule 1: OBJECTIVES**

1. The Objectives of the Association are:

1.1 To promote the efficiency of the Military Police Corps by:

- (1) Maintaining contact between past and present members of the MP Corps, fostering mutual friendship between them and providing for social gatherings for them; and
- (2) Fostering esprit de corps, comradeship and the welfare of the MP Corps veterans and helping in the preservation of its traditions.

1.2 In furtherance of these Objectives, the Association shall have the following powers:

- (1) To take all necessary action for publicising and disseminating information concerning the histories, deeds and traditions of the MP Corps.
- (2) To receive and accept contributions by way of subscriptions, donations and otherwise, and to raise funds for Objectives



provided that the Association shall not undertake any permanent trading activities in raising funds for its charitable Objectives.

- (3) To do all such other things as shall further the said Objectives.

## **Rule 2: MEMBERSHIP**

2. The following are eligible for membership on signing the Prescribed Form of Application:
  - 2.1 All PDF and RDF personnel who are serving or have served in the Military Police Corps.
  - 2.2 All who have served in the Corps of Military Police or its antecedent Corps.
  - 2.3 All who have held appointments as Provost Officers or have been seconded as Officers to the Military Police Corps.
  - 2.4 There are two classes of Honorary Membership. Any person may be elected an Honorary Member as follows:
    - (1) Honorary Branch Member by unanimous vote of the Branch Committee; and
    - (2) Honorary Association Member by unanimous vote of the AGM. Becoming Honorary Association Member does not automatically make the person an Honorary Branch Member.
  - 2.5 Honorary Membership may also be extended on the unanimous vote of the National AGM. However, Honorary Membership confers no right to attend any meeting or to take part in the control of the Association.
  - 2.6 Honorary Membership may also be extended on the unanimous vote of the National AGM to any serving or ex-member of an allied Military Police Force which has comparable standards to the Association's. However, Honorary Membership confers no right to attend any meeting or to take part in the control of the Association.
  - 2.7 The Association may also establish affiliations with kindred Associations on the unanimous vote of the NEC.



## **Rule 3: OFFICERS OF THE ASSOCIATION**

3. The following Officers are appointed:

3.1 Ex-Officio:

- (1) Executive Chairman.
- (2) National Secretary
- (3) Asst. Secretary.
- (4) National Treasurer.
- (5) National PRO/Welfare Officer.
- (6) National Procurement Officer's.
- (7) National Comm's Officer's.

3.2 Elected. The following Officers are to be elected, by a majority vote, at the AGM:

- (1) Executive Chairman.  
The Executive Chairman is to be elected at the AGM for a period of 1 year. However, should he or she wish to step down at any time during their term of office then he or she may do so on giving 6-months notice. The Executive Chairman is to chair the Executive Committee.
- (2) National Secretary  
The National Secretary is elected by the Association's membership at an AGM for a period of 1 year, which may be extended by the NEC and such honoraria as agreed by the NEC may be awarded to the Hon Sec annually.
- (3) National Procurement  
The National Procurement Officer's shall be elected by majority vote at the AGM for a period of 1 year.
- (4) National Comm's  
The National Comm's Officer's shall be elected by majority vote at the AGM for a period of 1 year.

3.3 Public Relations/Welfare Officer.

A PRO/Welfare shall be elected by majority vote at an AGM to assist with promoting the MP Corps and the association and to ensure the welfare of retired MP Veterans.



## **Rule 4: METHOD OF CONTROL**

4. The MPAI is controlled as follows:

4.1 The National AGM. The AGM will:

- (1) Be chaired by the Executive Chairman or in their absence by the National Secretary. If both are absent, the Chairman shall nominate a member of the National Committee who will preside;
- (2) Be held during the first quarter of each calendar year.
- (3) A quorum shall be 40% of the membership.

4.2 Other General Meetings.

Other General Meetings may be called for specific purposes. These are to be called by the Executive Chairman or the National Executive Committee of the Association. 28-Days' notice of the meeting will be circulated to all committee members, together with the Motion to be discussed, and 28-days' notice will be given to members through the Association's channels via Branch secretaries. A simple two-thirds majority of voting members is required to adopt any motion tabled.

## **Rule 5: ADMINISTRATION**

- 5.1 All Central records and accounts shall be kept by the National Executive Committee
- 5.2 The National Treasurer of the Association as its Fund Controller will control all funds of the association.
- 5.3 The Treasurer shall open bank accounts and shall be mandated to the bank by the National Executive Committee. Two signatories will be required on all payments.
- 5.4 Payment of all expenses considered necessary for the proper administration of the Association is delegated to the Treasurer.
- 5.5 The Treasurer is to prepare an Annual Report on Financial matters of the Association. The report should cover the period from the previous AGM until the forthcoming AGM. All accounts covered by the report should be audited by an Association member appointed by the National Executive Committee.
- 5.6 The Annual Report should be approved by the National Executive Committee for onward Transmission to the members at the AGM.



## **Rule 6: BRANCHES OF THE ASSOCIATION**

6. The Following applies:

- 6.1 Branches. Branches of the Association may be formed at the discretion of the National Executive Committee, who shall satisfy themselves that suitable Members of the Association are available to form a Committee, consisting of a Chair, Secretary and Treasurer and not less than three other Members, all of whom must be Members of the Association.
- 6.2 Naming of Branches. The National Executive Committee shall approve all Branch Titles. All Branch Titles (and Standards), which state "MILITARY POLICE" followed by "THE BRANCH TITLE" followed by the "ASSOCIATION CREST" followed by "STEADFAST & VIGILANT" followed by "ASSOCIATION IRELAND". Any conflict is to be resolved by the National Executive Committee.
- 6.3 Branch Appointments. Once a Branch has been established, the appointments of Chairman Secretary and Treasurer as approved by the Branch members.
- 6.4 Branch Administration and Reports. A Branch Committee shall be responsible for the proper administration of its affairs. At no time shall a Branch Committee, or any person connected with the administration or affairs of the Association or being a member of the Association, pledge the credit of the Association in any form whatsoever. Branches will, by no later than 31<sup>st</sup> January each year, submit the following Branch reports to the NEC
- 6.5 The Branch Treasurer shall operate a Petty Cash Account. This account shall be funded by the Association Treasurer returning one third of the subscriptions of the Branch Members to the Branch Treasurer. The maximum amount that shall be held in the Petty Cash Account should NOT exceed 400 euros. Any funds appropriate to the Branch above this amount shall be held in the main Association bank account and available to the Branch as required. A minimum balance of 100 euro should be held, where possible, in the Petty Cash Account. Should the balance fall below this figure, the National Treasurer will be informed with the purpose of additional available funds being allocated to the branch.
- 6.6 Payment of all expenses considered necessary for the proper administration of the Branch is delegated to the Branch treasurer.
- 6.7 The Branch Treasurer is to prepare an Annual Report to be approved by the National Executive Committee for onward disclosure to the members at the AGM.



- (1) Branch Chairman's Report.
- (2) Branch Secretary Report.
- (3) Branch Treasurer Report.
- (4) A report of their activities for the past year for the information of the National Executive Committee.

## 6.8 Branch Standards:

- (1) Parading. Branch Standards may only be paraded with the prior authority of the National Executive Committee and then is to be carried only by a member of the Association.

## 6.9 Branch Rules. Branches may frame their own Rules locally to reflect the Rules of the Association and submit same to the National Executive Committee for approval.

## 6.10 Disbandment. Branches will disband when the Branch membership falls to less than 6 Members or if the Branch members at an AGM or Extraordinary General Meeting ("EGM") convened to consider disbandment, vote by a simple majority to disband. Once the decision to disband has been taken the Branch Secretary is to:

- (1) Inform the National Executive Committee of the decision;
- (2) Send Branch Standards back to the National Executive Committee where arrangements will be made to 'lay-up' the Standard in the Memorial Church or arrange, with the prior approval of the National Executive Committee, for the Standard to be laid up in a local church or chapel; and
- (3) Send Branch memorabilia to the MP Mess, DFTC, The Curragh Camp or with the National Executive Committee approval, lodge it in an appropriate local Museum.

## **Rule 7: INDEMNITY**

7. Every member of the National Executive Committee and, other Branch Committee members and every Officer and Servant of the Association, shall be entitled to be indemnified against all losses and liabilities incurred by him or her or in relation to the execution of their Office provided that nothing in this clause shall entitle them to any indemnity against liability arising through negligence or fraud or similar actions on their part. In addition, the Association's Insurance Policy held by the National Executive Committee covers the following:

- 7.1 The National Standard and up to 2 Branch Standards against loss.





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- 7.2. Public liability for each event held each year and for routine Branch business and social meetings.
- 7.3 Other events of a one-off nature are covered only if the Association's Insurers are notified in advance by the Treasurer. This may require additional premiums.

### **Rule 8: ANNUAL REUNIONS**

8. Annual Reunions are:
  - 8.1 National Annual Reunion. There shall be an Annual Reunion of the Association held once in a 5-year period at the designated 'Home of the MPAI' (currently McDermott Barracks, DFTC, Curragh Camp) and in the intervening years, hosted by a Branch of the Association elsewhere annually. The National Executive Committee is to consider bids and agree the venue. The NEC should wherever possible agree in advance, the venues for a 5-year cycle in order to enable the 'National Branch' to place it in any programme of events and to forewarn the Provost Marshall's office and MP Group's authorities.
  - 8.2 Branch Reunions. Branches may arrange their own Annual Reunion Dinner provided no cost is made on the Association's Central Funds for assistance.

### **Rule 9: ALTERATION OF RULES**

9. Alteration of these Rules requires the assent of two-thirds of the members present at either an AGM or EGM. A resolution for the alteration of the constitution must be received by the Hon Sec at least 28-days before the meeting at which the resolution is to be tabled. At least 21-days' notice of such a meeting must be given by the Hon Sec to the membership and must include notice of the alteration proposed.

### **Rule 10: FORFEITURE OF MEMBERSHIP**

10. Where it is believed that a member of the Association acts in a manner that is likely to bring discredit upon the Association, the matter is to be referred to National Secretary with a view to recommending forfeiture of membership. Details in writing of the alleged misconduct are to be forwarded to the National Secretary, a copy of the allegation is to be passed to the person concerned by the National Secretary to enable them to submit information in either their defence or in mitigation. The National Secretary will arrange that a sub committee consisting of at least three Association members meet with the persons concerned to discuss the allegation. The Persons reported have the right to speak in their own defence and to have another Association member attend the subcommittee meeting with them. The Sub Committee will then make a recommendation in writing to, dismiss the allegation, censor



the Member or, forfeit their membership of the Association to the person's concerned and the National Secretary. Appeals against forfeiture may be represented to the NEC by an individual who may be asked to speak in their own defence. Any decision taken by the NEC is final and there is no right to a further appeal.

## **Rule 11: REFUSAL OF MEMBERSHIP**

11. The NEC is empowered to refuse membership to any person even though otherwise qualified, who is considered by the NEC to be unsuitable for membership. Any decision taken by the NEC by is final and there is no right of appeal.

## **Rule 12: DISSOLUTION OF THE ASSOCIATION**

12. The Association may be dissolved by a Resolution passed by a two-thirds majority of those present and voting at an EGM for the purpose of which 28-days' notice shall have been given to the members. Such resolution may give instructions for the disposal of any assets held by or in the name of the Association, provided that if any property remains after the satisfaction of all debts and liabilities such property shall not be paid to or distributed among the members of the Association, but shall be given to the Provost Marshall's office.

## **Rule 13: ASSOCIATION DRESS**

13. The following applies:

General. As former and serving members of the MP Corps, the motto of which is '*Steadfast & Vigilant*', it is clearly beholden upon all Association members to set the best of examples when on parade and when conducting the Association's business.

- (1) Dress. Wherever possible members of the Association should wear association black blazer with plain black buttons with association crest, charcoal slacks white shirt association tie and red beret with the appropriate cap badge, MPAl uniform will not be worn by members to any event which could bring the association in to disrepute or where its independence as a non-political or profitable association can be questioned.
- (2) Medals. Association members are entitled to wear issued full-sized court-mounted medals when on parade. Medals awarded to a deceased close relative may be worn on the right breast. Miniature medals may be worn for evening social events when, evening dress or a dinner suit are the suggested forms of dress. Commemorative medals i.e., those that have



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been purchased commercially, but have neither been awarded nor approved by the MPAI should never be worn either on any parade or when conducting Association business. The only pin's to be worn on blazer and tie are,

1. MPAI Association Pin.
2. Pioneer Pin.
3. An Fainne.
4. Association tie pin.

(3) Summer Dress.

Short sleeve white shirt with association crest. Black shoulder epaulettes with association badge, Association approved Red Lanyard worn at full length.

(4) Winter Dress.

As above with black leather gloves and black overcoat or water proof jacket.

(5) No additions to association dress code without the approval of NEC or a voting majority at an AGM.

### **Rule 14: DATA PROTECTION**

14. The Data Protection Act 1988 & 2003 ("DPA") places a number of obligations on organisations, which process personal data; in particular, it regulates how an individual's personal information is processed and protects people from misuse of their personal details. The definition of personal data is wide; it covers any information through which a person is identifiable. It will include name, address, date of birth etc. The definition of 'processing' is also quite wide and it covers almost anything a person might do with personal data including organising, amending, retrieving, consulting, using, disclosing, deleting and storing it.

14.1 There are three main elements to the DPA, namely:

- (1) Notification. Each organisation processing personal data must, subject to certain exemptions, register with the Data Protection Commissioner. This is called "notification". For the Association, this will be undertaken by the Hon Sec.
- (2) Data Protection Principles. The Association, which processes personal data, albeit on a limited scale, must comply with the eight data protection principles:



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- (i) Personal information must be fairly and lawfully processed;
  - (ii) Personal Information must be processed for limited purposes;
  - (iii) Personal Information must be adequate, relevant and not excessive;
  - (iv) Personal Information must be accurate and up-to-date;
  - (v) Personal Information must be not kept longer than necessary;
  - (vi) Personal Information must be processed in accordance with your rights;
  - (vii) Personal Information must be kept secure; and
  - (viii) Personal Information must not be transferred abroad without adequate protection.
- (3) Data Subject Rights. Individual's members have rights, principally the right of access to the data held about them.

14.2 Branches are to ensure that any forms that are used by their secretaries etc., to collect data include a standard form of wording to ensure that individuals understand what the purpose of the capture of data is and what will happen to that data. Importantly, the form must ensure that all individuals give their explicit consent when they are consenting to the use of their data for commercial purposes or supply information regarding medical conditions. Good evidence of explicit consent is a box ticked on a form.



