

बिहार विधान सभा सचिवालय

पत्र संख्या-सी०पी०ए०-10/2013- 2393 /वि०स० ।

प्रेषक,

राम श्रेष्ठ राय,
सचिव, बिहार विधान सभा
एवं
सचिव, राष्ट्रमंडल संसदीय संघ,
बिहार शाखा, पटना ।

सेवा में,

राष्ट्रमंडल संसदीय संघ,
बिहार शाखा के माननीय सदस्यगण ।

पटना, दिनांक- 01 जुलाई, 2016 ई० ।

विषय:- राष्ट्रमंडल संसदीय संघ ट्रस्ट फंड के एक नन ऑफिसर ट्रस्टी के लिए नॉमिनेशन के संबंध में ।

महोदय/महोदया,

राष्ट्रमंडल संसदीय संघ के महासचिव के पत्रांक-बी.43, दिनांक 14 जून, 2016 संलग्न करते हुए सूचित करना है कि राष्ट्रमंडल संसदीय संघ ट्रस्ट फंड के एक नन ऑफिसर ट्रस्टी के लिए नॉमिनेशन हेतु सी.पी.ए. की शाखाओं से दिनांक 15 जुलाई, 2016 तक प्रस्ताव मांगा गया है, जिस पर बांग्लादेश में आयोजित होने वाली सी०पी०ए० की कार्यकारिणी समिति की बैठक में विचार किया जाना है ।

अतः आपसे अनुरोध है कि यदि आप उक्त ट्रस्ट फंड के नन ऑफिसर ट्रस्टी के लिए नॉमिनेशन के इच्छुक हैं तो इसकी सूचना दिनांक 05 जुलाई, 2016 तक देने की कृपा की जाए ।

विश्वासभाजन

(राम श्रेष्ठ राय)

सचिव, बिहार विधान सभा,
एवं
सचिव, राष्ट्रमंडल संसदीय संघ,
बिहार शाखा, पटना ।

01.07.16



B.43

14 June 2016

**TO: ALL BRANCH SECRETARIES
REGIONAL SECRETARIES**

Dear Colleague

CALL FOR THE NOMINATION OF CANDIDATE(S) FOR THE "NON-OFFICER" POSITION OF THE CPA TRUST FUNDS

Did you know that in addition to the CPA International Executive Committee, there is also a small Board of Trustees who manage two of the Association's Trust funds? Are you keen to get involved in the management of these trust funds? As a result of a vacancy that has arisen on the three-member Trustee Board, there is now a unique opportunity for you to become a "non-Officer" Trustee of the Board. Interested? Please find out more about this exciting opportunity below.

1. Background:

(a) Number of CPA Funds:

The Commonwealth Parliamentary Association has three main Funds. These are the Headquarters Secretariat Fund and Two *Trust Funds* [Conference Assistance Fund (CAF) and Working Capital Fund (WCF)]. The Trust Funds are managed by the Trustees, with professional investment advice being received on a regular basis from investment managers.

(b) Establishment of the Trust Funds:

The General Assembly agreed to establish the **CAF Fund** at its meeting in Barbados in 1989 and a Trust Deed was established in 1992 to administer the Fund. The primary purpose of the fund is to provide financial assistance to CPA Branches which might not otherwise be able to act as hosts to the Annual Plenary Conference. The **WCF Fund** was established in 1978 with donations from CPA Branches. The purpose of the WCF Fund is to provide financial assistance to enable Branches to attend and participate in CPA activities including (but not limited to) workshops, seminars and conferences.

(c) Number of Trustees of the Trust Funds:

The Trust Deeds of the funds stipulate that there shall be a maximum of three (3) Trustees. These shall be the Treasurer and Secretary-General (each an Officer Trustee), and a further person who is a member of a Branch shall be appointed as a Trustees (to be called the "non-Officer Trustee").

(d) Trust Deeds:

The management of the Funds are governed by the CAF Trust Deed dated 7th Day of April 1992 and the WCF dated the 31st Day of October 1980 (as amended by the Trustees on 12th Day of September 2010). The powers of the Trustees are set out in the enclosed CAF and WCF Trust Deeds for your information and reference.

Please Address All Correspondence to the Secretary-General

Patron: Her Majesty Queen Elizabeth II, Head of the Commonwealth

Secretary-General: Mr Akbar Khan

CPA Secretariat, Suite 708, Westminster House, 7 Millbank, London SW1P 3JA, United Kingdom

Tel.: (+44-20) 7799-1460

Fax: (+44-20) 7222-6073

Email: hq.sec@cpahq.org

Website: www.cpa.org

(e) Objectives of the Trust Funds:

The investment objectives are as detailed in the Investment Policy Statement and, in broad terms, are as follows:

- i) Long term real growth of capital.
- ii) A constant (annual) revenue stream comprised of dividends and interests.
- iii) To treat the CAF and WCF portfolios as endowments.
- iv) To maintain long-term United Kingdom investment exposure.
- v) To provide a wide range of investment opportunities in various asset classes.

(f) Appointment of Trustees:

The Trust Deeds of the CAF and WCF Funds stipulate that the power to appoint new Trustees shall be vested in the **Executive Committee**.

(g) Frequency of meetings:

The Trustees of the CAF and WCF Funds meet twice per annum (generally in March and June) to consider the funds' recent performance against agreed investment objectives, budgets and applications for financial assistance.

(h) Term of office:

The term of office will be three (3) years. A Trustee may be re-appointed for another three-year term by the Executive Committee if they consider it to be fit and proper to do so. Consequently, if a Trustees is re-appointed, the maximum term of office shall be six (6) years.

(i) Trustees' Benefits:

Trustees are not paid any remuneration for their services. However, reimbursements are made for reasonable out-of-pocket expenses that are wholly and exclusively incurred to attend Trustees' and related meetings.

(j) Value of the Trust Funds' Investments:

The value of both the CAF and WCF Funds currently stands at £5.2m.

2. Call for Nominations:

Following the resignation of the current "**non-Officer Trustee**" of the CPA Trust Funds, a vacancy has now arisen on the Trustee Board. Nominations are hereby called for from all CPA Branches.

Branches, Officers of the Association and Regional Representatives who wish to make a nomination for this position should do so in writing to the Secretariat by **15 July 2016** for consideration by the Executive Committee at its next meeting in Dhaka, Bangladesh. The nominated person must be a **Member of a Branch**. The Executive Committee will appoint one of the nominated candidates to the non-Officer Trustee position at the meeting.

I look forward to receiving your nomination in due course.

Yours sincerely



Akbar Khan
Secretary-General