

By-laws of the Alliance for Healthy Cities

3. Chapters

- 3.1. [Objectives] According to the Charter of the Alliance for Healthy Cities (AFHC), Chapters of AFHC can be formed to support the achievement of the goal and objectives of AFHC.
- 3.2. [Definition] A Chapter of AFHC must be established by at least four full or associate members of AFHC, but may include non-AFHC members.
 - 3.2.1. A Chapter may be organized at the country, sub-country, or intercountry level.
 - 3.2.2. Membership in two or more Chapters by a member of AFHC is not restricted.
- 3.3. [Recommendation and approvals] Formation of a Chapter is facilitated by a recommendation of the Steering Committee of AFHC and approval at the General Assembly of AFHC.
 - 3.3.1. A group of at least four full or associate AFHC members are eligible to apply to the Steering Committee to form an interim Chapter.
 - 3.3.2. Upon the receipt of a temporary permit from the Steering Committee, activities of the interim Chapter become effective.
 - 3.3.3. With a recommendation of the Steering Committee, the General Assembly of AFHC will consider the application of the interim Chapter and approve or disapprove it.
- 3.4. [Administration] A Chapter reports its organizational structure and activities to the Steering Committee.
 - 3.4.1. An interim activity report should be submitted to the Steering Committee three months prior to the General Assembly.
 - 3.4.2. Annual reporting of activities to the Steering Committee is required.
 - 3.4.3. The Chapters may use the AFHC logo after completing administrative procedures.¹
- 3.5. [Dissolution] A Chapter may be dissolved.
 - 3.5.1. A Chapter may decide to dissolve itself.
 - 3.5.2. The Steering Committee and the General Assembly may dissolve it.
 - 3.5.3. All Chapters will be dissolved upon the dissolution of the Alliance for Healthy Cities.

¹ Use of the World Health Organization (WHO) logo on related activities and materials are not permitted unless the official request is approved.

**Application to form a Chapter of the Alliance for Healthy Cities
(continued)**

7. Criteria for membership

8. List of members at foundation

9. Plan of activities (for the first two years)

10. Planned date for the foundation

11. Other information

Annual Reporting of a Chapter of the Alliance for Healthy Cities

1. Full name of the chapter

2. Representative

3. Secretariat

4. Contact person's details
Name:
Title:
Organization:
Section:
Address:
Tel:
Fax:
Email:

5. Objectives of the Chapter

6. Background (Please describe why you wish to form a Chapter and how a Chapter would contribute to the work of AFHC)

7. Criteria for membership

8. List of members (at reporting date)

**Annual Reporting of a Chapter of the Alliance for Healthy Cities
(continued)**

9. Report of activities

10. Provisional plan of activities for the next year

11. Report of the use of AFHC logo

12. Others information

Reporting of the use of AFHC logo

1. Full name of the user
2. Contact person and address
3. Membership status/ Chapter
4. Purpose to use AFHC logo
5. Mode of using AFHC logo
Printed documents, webpage, posters
Promotion of an event (including printed materials, banner, etc.)
[Name of an event:]
Pins/ badges/ T-shirts/ trophies/ other memorial goods
Others
[specify details:]
6. Commercial use (use of the materials with AFHC logo for sale)
No/ Yes
[specify details:]
7. Duration of the use of above mentioned material (including past dates and expected future dates)
8. Date of reporting
9. Others information