



## EATA COUNCIL REGULATIONS (modified 2024)

### 1 MEMBERSHIP CATEGORIES

Members are defined within the following categories:

- a. Associate members of an affiliated TA association, who do not have any TA qualification.
- b. Members who have demonstrated an interest in Transactional Analysis by the completion of an introductory TA Course (TA 101) or equivalent exam, and participating in and being a member of a TA association.
- c. Members in contractual training according to EATA rules.
- d. Certified Transactional Analyst members.

**Provisional Teaching and Supervising Transactional Analyst members, CTA trainers and Teaching and Supervising Transactional Analysts.**

### 2 AFFILIATION

EATA will consider affiliation with Transactional Analysis associations who agree to abide by the following conditions:

#### 2.1 Professional practice

- a. The training standards must at least be equivalent to the common European standards as established by EATA.
- b. Training and exam contracts must be recognised by EATA. The affiliated association will keep an up-to-date file of all their members' training contracts, both **members** in training and PTSTA's.
- c. **All affiliated organisations, including special interest groups, must have an ethical code and procedures and protocols to manage complaints that both conform to the relevant legal national standards of the association and to EATA's ethical guidelines.**
- d. **The EATA Ethical Advisor will provide support and advice in the event of significant challenges emerging in attempting to resolve ethical disputes.**
- e. **The affiliated association will inform the EATA office in the event of removal of membership rights from any member that is also a member of EATA.**

#### 2.2 Purpose and governance

- a. All members of the affiliated association are members of EATA. If the member belongs to two or more affiliated associations the member must choose which association holds their membership for voting purposes. It is the members' responsibility to notify all associations of her/his membership about her/his choice.
- b. The goals of the affiliated association will be to extend the knowledge of TA, encourage the exchange of opinions and in no way be contrary to the statutes of EATA.
- c. The affiliated association must be a non-profit organisation, with a democratic structure and no arbitrary exclusions of membership.

#### 2.3 Size and representation

- a. **A direct member of an affiliated association is defined by EATA as being an individual who is both a member of that affiliated association and, in addition, is not a member of another affiliated organisation that is currently paying a membership fee to EATA on their behalf. The**



**minimum number of direct members that an organisation wishing to affiliate to EATA must have is 25.**

- b. EATA may consider time limited exceptional application for affiliation with a group of less than 25 membership units. The executive committee is empowered to grant affiliation.
- c. Each member counts as ONE membership unit. Each associate member counts as HALF a membership unit.

## **2.4 Required affiliation procedures**

- a. Admission to affiliation will be managed by the president who will lead the process in cooperation with the Ethic Advisor and EC.
- b. Candidate associations agree to bring all their members into the affiliation. Transition arrangements to reach full membership participation may be negotiated.
- c. The candidate association will agree to offer its services (publications etc.) to EATA members and EATA, if asked.
- d. The candidate association for affiliation sends a copy of their statutes to EATA, together with an English translation and any training standards and ethical guidelines operating in their association. These will be examined by the president, the Ethic Advisor and EC.
- e. The candidate association must present its own Code of Ethics that conform to the EATA Code of Ethics. They are also required to have protocols and procedures to manage ethical complaints. These must be accepted by the Ethics Advisor and EC. On being affiliated they must publish both their own code and their procedures and protocols and send it to their members.
- f. Council votes whether the applying association gets affiliated.
- g. There will be a signed agreement between EATA and each affiliated association.
- h. The candidate association will agree to support its country delegate(s) financially and to pay the annual dues for its members and any service costs according to the agreement between EATA and the affiliated association.

## **3. Composition of Council**

### **3.1 Eligibility**

- a. Delegates to the council should be in contractual training, certified transactional analyst or have TA qualification above. Completion of a 101-course or equivalent is a requirement for someone to be a Council delegate. They must be chosen in a democratic electoral process by their home association or country.
- b. If a delegate is unable to attend a council meeting his/her association(s) /collective of Special Interest Groups undertakes to appoint a replacement for that meeting in order to avoid empty seats.

### **3.2 Council delegates**

- a. Each COUNTRY with one or more affiliated associations may appoint one delegate to council. Above 300 membership units, a COUNTRY may have 2 delegates. **The manner in which a country negotiates to co-operate with affiliated organisations in their country, in order to provide one or two delegates, is an internal matter for that country.**
- b. The collective of Special Interest Groups may appoint one delegate to council. Above 300 membership units the collective of Special Interest Groups may have 2 delegates. The manner in



which the special interest groups negotiates to co-operate, in order to provide one or two delegates, in an internal matter for those special interest groups.

- c. **The EATA Ethical Advisor is a resource for affiliated organisations to aid resolution over appointment of delegates.**
- d. New delegates will be announced to EATA via the "NOTIFICATION OF DELEGATE TO EATA COUNCIL" form.
- e. Delegates are appointed to serve on and attend all council meetings over a period of four years.
- f. **Should a delegate be unable to fulfil their responsibilities as a delegate including Committee membership and participation due to ill health or other matters for a period in excess of three months the affiliated organisation and/or the special interest group in consultation with EC are required to appoint a replacement. In certain circumstances this appointment may be of a temporary nature determined in consultation with EC.**

### 3.3 Delegates rights and duties

- a. Delegates serve on committees or task forces of EATA. Delegates have the right to vote on council decisions
- b. Duties are specified in the EATA delegates job descriptions.

### 3.4 Delegates terms of office

- a. Delegates agree to serve on council for 4 years. They are replaced or renewed at the expiry of their mandate. A delegate's mandate runs from the council meeting after the general assembly till the general assembly 4 years later. To facilitate continuity, an incoming delegate will attend the council meeting before the general assembly of her/his term of office in an observer capacity.
- b. officers of council may be asked to have their mandate prolonged in accordance with article 10d of the EATA statutes.

### 3.5. Officers of EATA

- a. In addition to the delegates the following officers are members of the council:

- President
- Treasurer
- Exec. Secretary
- Chairs of Committees (if co-opted)
- Ethics Advisor
- Newsletter editor

- b. All these people have the right to speak, but no voting right.
- c. EC can invite others if needed to discuss certain issues.

### 3.6. Election of Officers of EATA

- a. At the beginning of the council meeting the president elect will be inaugurated as president if the current president's term of office is at an end.
- b. The president will preside over the election of officers to council which follow immediately after the president's inauguration. Any council delegate may offer him/herself or may nominate another member for office (or offices) providing that the latter signifies agreement.



- c. Officers will be elected in the order:
- president elect (see statutes article 13)
  - vice presidents (see statutes article 10)
  - general secretary **elect**
  - treasurer **elect**
  - **Operations Officer**
- d. The president, the 3 vice presidents, the general secretary and the treasurer will be the authorised representatives of EATA and any two of them may sign documents in the name of the organisation.
- e. Office election shall be by simple majority and by ballot. No weighted or proxy voting are allowed.
- f. A sole candidate for a particular office shall be declared duly elected, provided there is a majority vote.
- g. Where two are nominated, a simple majority of the votes cast shall decide.
- h. Where 3 or more candidates are nominated, unless one candidate obtains more than 50% of the votes cast, a second vote
- i. Officers of council may be asked to have their mandate prolonged in accordance with article 10.d. of the EATA statutes.

### **3.7 Expenses**

**EATA will pay travel costs according to the current regulations for reimbursement of travel costs.**

## **4 Committees**

### **4.1**

Permanent and temporary committees are established by the council in order to carry out EATA's tasks.

- a. Permanent Committees and their aims:
- Executive Committee (EC)
  - Communication Committee (CC)
  - Theory Development and Research Committee (TDRC)
  - European Connection Committee (ECC)
  - Professional Training and Standards Committee (PTSC)
  - Commission of Certification (COC)
  - Plus other temporary Committees established by Council
- b. The aims of the committee-work are defined in the job descriptions of the chairs.
- c. The committees are accountable to council. They give a written and oral report to the council once a year.

### **4.2 Composition of Committees**

- a. Committees consist of members of the council plus - if necessary - to carry out special tasks coopted members.
- b. Two-third (2/3) of the committee members have to be delegates.
- c. New delegates decide in accordance with the committee, which committee they will work in.
- d. Council will have the function to decide any appropriate action in the event of unresolved disputes concerning compositions of committees



#### 4.3 Chairs of Committees

- a. **Tasks of chairs of committees are defined in the job descriptions of that post.**
- b. **The process to appoint a chair is as follows:**
  - a) **Term of Chairs of Committees is 3 years following 1 year of shadowing the existing chair.**
  - b) **A committee proposes a new chair to EC. EC has to approve the proposal and then presents the new chair to council, usually at a formal Council meeting, for ratification.**
  - c) **Chairs do not have to be delegates.**
  - d) **The positions for new chairs must be advertised within EATA with minimum of three month prior to a chairs term ending.**
  - e) **Any Chair has the right to apply to Council for a further ratification requesting a reappointment for a further three years. This can only occur once.**

#### 4.4 Co-opted members

Committees can co-opt members for specials tasks. Co-opted members have to be presented to council and can serve for a maximum two years. This term of service can be prolonged by a decision of council.

**Co-opted members take part at the council meeting. They have no right to vote.**

### 5 Decisions

#### 5.1 Entitlement for proposals Entitled

for proposals are

Delegates

Officers

Committees

#### 5.2 Allocation of votes in council

- a. Decisions are taken in general by simple majority of those present and entitled to vote.
- b. A majority of 75% or more of those present and entitled to vote are necessary for the acceptance of any changes concerning council regulations.  
A weighted vote can be allowed here. In the case of a weighted vote the usual procedures for it's implementation will apply.
- c. Concerning changes of council regulations weighted vote is possible.
- d. Any delegate can ask for weighted vote.
- e. One vote is allotted for every 25 membership units up to 100 MU's of the total membership units of the associations in a country/collective of Special Interest Groups. From 101 to 300 MU's an additional vote is allotted for each additional 50 MU's. Above 300 MU's a further vote is allotted for each additional complete 100 units.
- f. A country/collective of special interest groups may not have more than 25% of the total votes (T). Should this occur the president reduces the voting rights of that country to T/4.
- g. If no country/collective of special interest groups delegate or replacement is present the country's voting power is lost, except under special circumstances, as defined by the President.
- h. If country/collective of special interest groups delegates disagree on how to vote, their voting power is split equally.
- i. One-third (1/3) of the votes are abstentions the vote is null and void



## 6 Conflict of roles and interests

One person holding 2 council offices at the same time is possible but should only happen when no other solution can be found. Conflicting roles, even in other associations, should be avoided.

## 7. General assembly

**To give EATA members the possibility to take an active part at the General assembly online, EATA will provide a platform, where translation is possible. Associations with more than 600 members, can apply for a translator, provided by EATA. Countries with less than 600 members can apply for a channel in which a translator provided by the respective affiliated organisation may function as a translator,**