



AFRICAN PAEDIATRIC NEPHROLOGY ASSOCIATION (AfPNA) CONSTITUTION AND BY-LAWS – 2025 (Cape Town) – Amended Version

This document integrates all amendments adopted during the AFPNA Council meeting on 21 May 2025. All new additions are highlighted in yellow.

I. Name

The Association shall be named the **African Paediatric Nephrology Association (AFPNA)**.

II. Purposes

The Association shall promote knowledge and communication among those interested in pediatric kidney disease, to improve the care and treatment of diseases of the kidney and urinary tract in African children. To accomplish these objectives, the Association will pursue the following activities:

1. Conduct an International Congress every two years, in collaboration with AFRAN, bringing together members from the basic sciences, clinical sciences, and clinical care disciplines to disseminate knowledge of pediatric nephrology.
2. Support activities and development of regional medical meetings, and training facilities, to disseminate information on pediatric nephrology to all areas of Africa.
3. Develop, support and conduct educational pediatric nephrology programs for physicians, in cooperation with regional and national pediatric associations,

through Basic Science Workshops, Teaching Courses, Continuous Medical Education Courses (CME), and Junior Master Classes.

4. Publication of an online scientific journal serving scientific and educational goals.

III. Affiliation

African Regional or National Societies will be encouraged to affiliate with AfPNA and cooperate in its work. The Association shall not replace nor compete with Regional or National Societies of Pediatric Nephrology, but shall cooperate, support and compliment them in all activities.

IV. Membership

A. Membership

1. A member may reside anywhere in the world. However, members of the Executive Committee and Chairs of the various committees are required to reside in Africa.
2. A member must have an active interest in pediatric nephrology and be medically qualified.
3. Members of Regional and/or National Pediatric Nephrology Societies will be eligible for membership in AFPNA.
4. All individuals seeking membership will apply directly to AFPNA.
5. A register of members will be kept by the President and should be published from time to time.
6. Members will pay annual dues, the amount of which will be suggested by the Executive committee and approved by the Expanded council. It will be used to support the operation of AFPNA secretariat and to ensure the implementation of Council decisions, to support scientific journal and newsletter; subsequently it will include a subscription to the Journal. Failure to be current in payment of dues will lead to loss of membership and of voting rights.

B. Honorary Membership

Honorary Membership may be bestowed on individuals who have retired and have made outstanding contributions to pediatric nephrology. An Honorary Member shall pay no dues and will not be eligible to vote. Potential Honorary Members may be proposed to the Council, which will make the final decision as to on whom this honor will be awarded.

C. Associate Membership

1. Associate membership may be granted to any individual qualified as a medical doctor, nurse, or allied health professional who contributes to or participates in the care of children with kidney and urologic diseases, or who specializes in the care of individuals with renal and urologic conditions. This category may also include paediatricians or general practitioners with a demonstrated interest in paediatric nephrology. AFPNA may establish an *Allied Health and Nursing Professionals Group* within the membership category, following the example of other international associations, to promote active collaboration and professional development among these members.
2. Associate Members will pay annual dues, the amount of which will be decided by the Council and will include a subscription to the Journal. An Associate Member will not be eligible to vote.

V. The Council

The Council will be responsible for managing and controlling the affairs of the Association and assisting with arrangements for the International Congress of the African Paediatric Nephrology Association including selection of the venue and the Congress President.

AFPNA Council will operate under three bodies: *Executive Committee (EC), Council, and Expanded Council*.

1. **Executive Committee:** President, President-Elect and/or Past-President, three councilors.
2. **Council:** EC + Past Presidents, Past Councilors, Chairs of standing committees, Editor and Co-Editor of the AFPNA journal.
3. **Expanded Council:** Council + one representative from each member country.

The term of office is four years for the President and two years for the Council members. The term of office for the President-Elect and Past President is one year. This term of office of Past President is non-renewable.

VI. The Executive Committee

1. **The President** will conduct the day-to-day affairs of the Association and serve as the Chief Executive Officer. He/She will ensure that minutes of meetings are kept, oversee the organization of the Council's work, and maintain an updated register of members.
2. **The President-Elect.** will be elected by the General Assembly through a competitive election at the Annual General Meeting, one year prior to the commencement of his/her term of office as President, and will serve on the Council immediately upon election. In circumstances where it is not feasible to convene the General Assembly in person, the election may be conducted *virtually or through a secure online voting platform*, ensuring transparency, confidentiality, and equal participation of all eligible members.
The Nominating Committee shall strive to maintain multiregional representation within the AFPNA Council and Executive Committee.
3. **The Past-President** will remain on the Executive Committee for a period of 1 year following the end of His/Her term.
4. **The 3 AFPNA** Councilors from the various geographical regions will assist the President in issues related to their specific regions as well as with other more general issues
5. **The Treasurer** will be chosen by the Council from among the 3 AFPNA Council members. He/She will be responsible for funds of the Association in cooperation with the President.
6. **The Secretary**, chosen by the Council from among the three AFPNA Council members, shall serve as the **official point of contact** between the Council and the external Secretariat. He/She shall oversee the coordination of activities, ensure smooth communication, and support the President in monitoring the Secretariat's performance to guarantee efficiency, continuity, and accountability in AFPNA's operations.

The AFPNA Council may contract an **external professional secretariat** to manage the day-to-day administration of the Association. The Secretariat shall be responsible for:

- ✓ handling all administrative and financial operations;
- ✓ supporting the activities of all AFPNA committees;
- ✓ maintaining and updating records and archives;
- ✓ managing the Association's website and official communications; and
- ✓ providing regular reports to the Council.

VII. Nominating Committee for Councilors:

- Membership of the Nominating Committee will include the President and one Councilor at large.
- The Nominating Committee will present the applicants for President, President- Elect and new Councilors to the Council, which will then, upon approval by the Council, present the applicants for confirmation by the paid AFPNA members in the current year, either physically attending the General Assembly at the International Congress, and/or through electronic voting, which may be administered or facilitated by the IPNA Administration.

VIII. Standing Committees

Amendment: AFPNA establishes five permanent committees: Education, Training/SYL, Communication, Research, and Finance.

Each committee will have 5 members: 1 Chair, 1 Secretary, and 3 regional representatives (North, West, East, Central/South).

1. Education Committee

☐ Mission

Ensure the improvement of clinical practices through continuing medical education for paediatric nephrologists and other healthcare providers actively involved in the care of children with kidney diseases.

☐ Priority Tasks

- ✓ Ensure the implementation of regional Masters (DIU) in Pediatric Nephrology (1 for French-speaking Africa and 1 for English-speaking Africa)
- ✓ Ensure the regular organization of webinars every two months on the discussion of clinical cases, articles, epidemiological data, guidelines, etc.
- ✓ Encourage the organization of teaching courses or junior master classes at least once a year in each region (French-speaking and English-speaking region)

2. Training/SYL Committee

☐ Mission

Collaborate closely with the SYL program for the effective implementation of PD programs in the countries that require this therapy

☐ Priority Tasks

- ✓ List the countries where there is a clear need to initiate the SYL PD program
- ✓ Identify countries that already have the SYL PD program operational and that can serve as training centers
- ✓ Map SYL program presence, connect centres in order to act as a continental network.
- ✓ Obtain support from the SYL program for the implementation of new PD programs in needy countries
- ✓ Obtain support from the SYL program in the sustainability and national expansion of existing PD programs

3. Communication Committee

☐ Mission

This committee is responsible for improving internal and external communications, promoting AFPNA's mission, and fostering member, stakeholder and community engagement.

☐ Priority Tasks

- ✓ Develop and implement a communication strategy to promote AFPNA's activities and initiatives
- ✓ Enhance visibility and awareness of paediatric nephrology in Africa
- ✓ Facilitate effective communication among AFPNA members, partners, and the broader medical community
- ✓ Manage AFPNA's digital presence, including the website, social media, newsletters, and other platforms in close collaboration with the external Secretariat
- ✓ Promote the activities of AFPNA journal and support journal visibility.
- ✓ These tasks will be better carried out by relying on the permanent external secretariat of the AfPNA.

4. Research Committee

□ Mission

This committee is responsible for promoting research in pediatric nephrology in Africa by fostering the local, regional and international collaborations.

□ Priority Tasks

- ✓ As Africa is faced with a lack of epidemiological data on common and rare renal pathologies in children, the main committee's priority task will be to support local epidemiological studies and, above all, to foster multi-center studies (between countries) at the regional level, in collaboration with international partners.
- ✓ To foster the publication of all this epidemiological data in the AFPNA journal
- ✓ To set up the regional registry for some common kidney pathologies in children

5. Finance Committee

❑ Mission

This committee responsible for setting up an effective policy to ensure regular financial income in order to guarantee the proper functioning of the association's activities.

❑ Priority Tasks

- ✓ Develop successful and stable sponsorships with regional governmental and non-governmental structures as a priority: heads of state of AFPNA member countries, prosperous patrons, pharmaceutical companies, NGOs, etc..
- ✓ Support the host country of the AFPNA congress in soliciting sponsorship from government authorities
- ✓ Ensure transparent management of the AFPNA's funds, in particular funds received from IPNA and reports to the Association's Executive Committee
- ✓ Mobilize and motivate AFPNA members to pay their annual subscriptions to ensure robust financial strength of AFPNA that will sustain its activities

IX. AfPNA Committees Operation

- The committees are formed on a voluntary basis, taking into account the balance between French-speaking and English-speaking members.
- Any member who volunteers on a committee covering a given area must feel able to bring some expertise in that specific area.
- The committee shall consist of a Chair, Secretary and 3 other members representing different African regions: North, West, East, Central and South
- The term of office is 2 years.

X. Meetings

- General Assembly meets every 2 years in-person or virtually.

- Council meets at least twice a year; Executive Committee meets monthly.
- Committees meet at least quarterly (virtually or in-person) and report to the Executive Committee.
- The time and/or venue of those meetings will be decided by the President in consultation with the Council membership

XI. Language

- The official language of the AFPNA Council and of all its official correspondence shall be **English**.
- However, to promote inclusivity and effective participation across the continent, **French and Portuguese** may also be used when appropriate, particularly in communications, educational activities, or meetings involving members from different linguistic regions.
- At the International Congress symposia and workshops, other languages can be used as decided by the Congress President, Chairmen of Workshops, symposia and the Council.

XII. Voting

- Voting shall be by a simple majority of members or Councilors either by physical presence at the AGM or by electronic vote, except when alterations to the Constitution is concerned, when a two-thirds majority is required.

XIII. Scientific Meetings

- AFPNA shall convene an International Congress every two years. The venue and Organizing Committee will be decided by the Council. Whenever possible, this Congress should be organized **jointly with the African Association of Nephrology (AFRAN)**, in order to foster collaboration, maximize member participation, and reduce financial costs.
- During the International Congress of IPNA, AFPNA will not hold a separate congress, but will instead seek opportunities to secure dedicated slots within the IPNA scientific program to highlight African pediatric nephrology.

- There shall be additional national workshops, CME and symposia carried out on a regular basis by the Association on topics in Pediatric Nephrology that are consistent with the goal of the Association and meet the scientific educational needs of the International Membership (see also section II.C.)

XIV. Amendment of the Constitution

- Alterations to the Constitution and By-Laws shall be proposed by ten or more members who live in two or more regions, or by the Council. A two-thirds majority of those members from general assembly voting physically and/or electronically is required for approval.