

FIT LatAm Regulations

Section I – General

Art. 1: The “REGIONAL CENTRE LATIN AMERICA” is part of the International Federation of Translators (hereinafter “FIT”).

Art 1a: The geographic-political region of the Regional Centre Latin America consists of the countries of Latin America and the Caribbean whose official languages are primarily Spanish or Portuguese.

Art. 2: The Regional Centre Latin America, founded in the city of Buenos Aires, Argentina, in May 2003, was established upon the approval of its bylaws by the FIT Council in January 2007. Its name was changed to FIT Latin America (abbreviated to FIT LatAm) pursuant to a resolution of the FIT Council in October 2009.

Art. 3: The Regional Centre Latin America (hereinafter “FIT LatAm”) shall be governed in accordance with these Regulations, the FIT Bylaws and the guidelines for the creation of FIT Regional Centres and their activities.

Art. 4: The operational headquarters of FIT LatAm shall be those of the member association that is represented by the acting Chairperson.

Art. 5: The objectives of FIT LatAm are of a professional, cultural and academic nature, aimed at satisfying the needs of the professionals within the geographic and political area of its jurisdiction, without adherence to political, religious or commercial positions, and without any profit motive.

Art. 6: In line with the objectives of FIT, the main objectives of FIT LatAm are as follows:

Art 6a: To promote the professional education and ongoing training of translators, interpreters and terminologists, and to interact with training institutions in pursuit of the hierarchical positioning of these professions within the Region

Art 6b: To encourage and promote the creation of new professional associations within the Region, especially where they do not exist, and to provide advice for said purpose and also to promote the creation of laws that regulate the practice of the profession

Art 6c: To foster the inclusion in FIT and FIT LatAm of professional TTI associations and academic institutions and other entities of interest

Art 6d: To encourage and promote cooperation, exchanges and institutional relations among the professional associations in the region, through policies that foster cultural rapprochement and professional development

Art 6e: To develop policies for the protection of the profession of translators, interpreters and terminologists in the countries of the Region, including the protection and defence of translators’ copyrights

Art 6f: To promote each and every one of the FIT’s activities that is aimed at improving the legal status of translators, interpreters and terminologists, as well as their working conditions

Art 6g: To act as a liaison organization between the member associations of the Region, the FIT Board and the other FIT Regional Centres, in order to ensure the free exchange of information in both directions and to coordinate collective measures that are adopted at a regional level

Art 6h: In general terms, to promote the professions of translator, interpreter and terminologist in all relevant areas and spheres, for the purpose of contributing to their hierarchical positioning at an international level

Section II – Members

Art 7: FIT LatAm shall have the following categories of members: full, associate and adherent.

Art. 8: Full and observer members of FIT shall be full members of FIT LatAm, provided that they are professional associations. These members shall have the right to a voice and a vote and to nominate candidates for election to the Board.

Art 9: Associate members of FIT shall be associate members of FIT LatAm. These members shall have a voice but not a vote.

Art. 10: Also, the General Meeting of Members of FIT LatAm may, if it deems it appropriate, grant the status of adherent member to any institution that is not yet a member of FIT, provided that their objectives and institutional charters conform to the principles of the Federation. Such institutions shall have the status of adherent members of FIT LatAm until the next Statutory Congress of FIT. In exceptional cases, the General Meeting of Members may extend the status of adherent member until the Statutory Congress subsequent to the aforementioned Congress.

Art 11: If, because of a bylaw impediment, an adherent member is not able to become a member of FIT, the Board of FIT LatAm shall request authorization from the FIT Council to enable the said adherent to obtain the status of associate member of FIT LatAm.

Art. 12: FIT LatAm membership status shall be lost in the following cases:

- a) If the association loses its status as a member of the FIT
- b) If the member resigns
- c) If the modification or reform of the member's bylaws render them contrary to the principles and regulations of FIT and/or if the spirit that gave rise to the association has changed substantially

Section III – Governing Bodies

Art. 13: The governing bodies of FIT LatAm shall be:

- a) The General Meeting of Members (hereinafter the “GMM”); and
- b) The Board (hereinafter the “EC”).

Art. 14: The General Meeting of Members shall be the supreme body of FIT LatAm. It shall be responsible for deciding matters related to the operation and development of FIT LatAm, and it delegates executive functions to the EC.

Section IV – General and Extraordinary Meetings of Members

Art. 15: The General Meeting of Members shall take place in person at least once during the term of office of the acting Board. It may also hold virtual meetings, which shall have the same validity as the in-person meetings.

Art. 16: All full members may participate in the General Meeting of Members with a voice and a vote. Each full member shall have a vote and may be represented in the GMM by another full member through a proxy that is duly signed and stamped by the officers of the delegating and delegated associations. No full member may present more than 1 (one) proxy. Associate and adherent members of FIT LatAm may participate in the General Meeting of Members with a voice but without a vote.

Art. 17: The General Meeting of Members shall elect an Board to direct the administrative and management activities and institutional operation of FIT LatAm.

Art. 18. The Board shall consist of an odd number of members, with a minimum of 5 (five).

Art. 19: The GMM shall be convened by the Board. The meeting notice shall be sent to the members by email at least 60 days in advance, and it shall contain the date, time and place of the meeting, together with the corresponding agenda.

Art. 20: The General Meeting of Members shall consider the following matters, without prejudice to other matters of interest:

- Election of the Chairperson of the GMM, and of two secretaries in order to countersign the minutes of the Meeting
- Report of the Chairperson of the Board on the activities of the corresponding period
- Discussion of financial matters, if appropriate
- Proposed discussion topics submitted by members to the Board, which submitted to the EC at least 60 days in advance of the date of the meeting, and which, if appropriate, the Board shall send to the members at least 30 days in advance
- Action plan for the new period
- Consideration of the report of the FIT Council, if applicable
- Promotion of the activities of FIT
- Election of two inspectors to supervise elections, when relevant

- Election of the Board for the new period
- Election of a Statutory Auditor and an Alternate Auditor, when relevant

Art. 21: At the request of the Board or one-third of the full members of FIT LatAm, an Extraordinary General Meeting may be convened to discuss issues that merit exceptional consideration. This Meeting shall be governed by the same provisions that apply to the GMM.

Art. 22: In both types of Meetings, the decisions shall be made by a simple majority of votes, and it is specifically established that each full member shall have the right to only one vote. In the event of a tie, the Chairperson of the Meeting shall have a casting vote.

The Meeting shall have the following powers:

1. To elect and remove officers
2. To establish the amount of the membership dues
3. To annually approve the expense and resource budget
4. To approve or reject the management report
5. To issue and modify the Regulations of FIT LatAm

A minimum of one-third of the full members of FIT LatAm must be present, either personally or by proxy, in order to validly hold the Meeting and establish a quorum.

Art. 23: The Board shall consist of a Chairperson, two Vice-Chairpersons, a Secretary and a Treasurer. Only full members of FIT LatAm may be members of the Board. The Board may co-opt two or more further regular members to perform functions entrusted to them in accordance with the needs and dynamics of the management of FIT LatAm, as long as an odd number of members is maintained. The Board may meet in person or by virtual means as many times as it deems necessary, with a minimum of 3 (three) annual meetings. The decisions of the EC shall be made by a simple majority of votes, and it is specifically established that each member shall be entitled to only one vote. In the case of a tie, the Chairperson of the EC shall have a casting vote.

Art. 24. The members of the Board shall serve for three (3) years and they may be re-elected for a maximum of two additional consecutive terms. They may be re-nominated and re-elected following a period in which they do not serve.

Art. 25. The term of office of any member of the Board will terminate before the period indicated in the preceding article in the following cases:

- a) Upon resignation
- b) If the member loses his/her status as a member of the association that he/she represents
- c) If the association that the member represents loses its status as a member of FIT LatAm or FIT
- d) At the express request of the association that the member represents, which must be duly justified and documented to the complete satisfaction of the Board of FIT LatAm

Art. 26: The Board may rotate positions at any time, as long as an absolute majority of its members meets for the said purpose. Also, if the Board does not have the required minimum number of members, it may invite a full member that is not represented on it to designate a representative to join it.

Art. 27: In order to fill the position that remains vacant in the cases referred to above, the Board shall designate one of the regular members to fill such position for the purpose of completing the corresponding term of office, until the next meeting of the General Meeting of Members. The Board may also decide to fill the position with one of its members, who shall assume the duties of the outgoing member in addition to his/her own regular duties.

Section V – Working Committees

Art. 28: The Board may appoint various working committees, with different functions and scope, to assist the Board in attending to and developing matters related to the area of competence of the working committee in question.

Each Committee shall be headed by a member of the Board, who shall assume the function of coordinator with the ability to delegate this function to a colleague upon approval by the Board. The working committees shall cease performing their functions at the end of the term of office of the Board that appointed them.

Section VI – Finances

Art. 29: In addition to any grants that it may receive from FIT, FIT LatAm may collect annual dues as approved by the General Meeting of Members, which shall be used for the administrative expenses of FIT LatAm. The Board shall propose to the General Meeting of Members the amount of dues to be paid by each member, in accordance with its category.

Art. 30: FIT LatAm may seek funding from external sources for the development of its activities or a particular project. It may also obtain operating funds through the organization of educational, training and cultural development events that are related to its objectives.

Section VII – Operation

Art. 31: The legal representation of FIT LatAm shall be exercised by the Chairperson and, in the event of his/her absence, by one of the Vice-Chairpersons, in accordance with the decision of a simple majority of the Board. The Chairperson shall also be responsible for serving as liaison with the FIT Council or its Board.

The Secretary shall countersign the correspondence signed by the Chairperson or, in the Chairperson's absence, by one of the Vice-Chairpersons. The Secretary shall also be responsible for supervising all of the incoming and outgoing correspondence and for drafting the minutes of the meetings of the EC.

The Treasurer shall sign the monetary income and expenditure vouchers, which shall be countersigned by the Chairperson or, in the absence of the Chairperson, one of the Vice-Chairpersons. The Treasurer shall be responsible for controlling the financial movements of FIT LatAm and for preparing the balance sheet and all corresponding accounting documents.

Section VIII – Rules of Internal Procedure

Art. 32: The Board shall be governed by these Regulations, and it may issue its own internal rules of procedure, which shall be submitted to the General Meeting of Members upon the proposal of the EC.

Section IX – Elections

Art.33: Each full member of FIT LatAm may nominate up to two candidates for Board positions.

Art. 34: Participation in the elections, as an integral act of the General Meeting of Members, may be carried out in person or by a proxy duly signed and stamped by the delegating and delegated institutions.

Art. 35: For purposes of an election, a meeting notice shall be sent to the associations that are full members, urging them to submit candidates along with curricula vitae containing their personal and professional information.

Art. 36: The election of Board officers shall be carried out in the same manner as the election of the members of the FIT Council and Board.

Art. 37: The election shall be supervised by two inspectors elected by the General Meeting of Members, who shall ensure the transparency of the election of officers.

Art. 38: In the event of a tie among the members, a second round of voting shall be conducted in the same session as the first, and if there is still a tie, the Chairperson of the Meeting shall have a casting vote.

Art. 39: The FIT statutes shall govern and be applied to all matters that are not specifically addressed in these Regulations.