

EXISTING ARTICLES AND SECTIONS	PROPOSED AMENDMENTS
<p style="text-align: center;">ARTICLE I Name and Objectives</p> <p>Section 1. This organization shall be known as the Philippine Guidance and Counseling Association, Inc. with principal address at Room 107 Philippine Social Science Center, Commonwealth Avenue, Quezon City. Email address is pgca_1964@yahoo.com; website: pgca.org.ph</p> <p>Section 3. The objectives of the Association are:</p> <ul style="list-style-type: none"> • To improve the standards of guidance and counseling work; • To promote and stimulate the exchange of professional experience at local, national, regional, as well as international meetings; • To stimulate, promote and support research and other professional activities that will contribute to the improvement of guidance and counseling and education; • To disseminate pertinent and valuable professional information and materials is through publications; • To bring together and unite in action all guidance counselors for a better understanding and acceptance of the principles, practices and professional standards of guidance and counseling and such other purpose/s as stated in the Articles of Incorporation. • To assist the Professional Regulatory Board of Guidance and Counseling in its effort to improve and professionalize the Guidance and Counseling Profession. • To fulfil such other purposes as stated in the Articles of incorporation. (Sec Requirement) 	<p style="text-align: center;">ARTICLE I Name and Objectives</p> <p>Section 1. This organization shall be known as the Philippine Guidance and Counseling Association, Inc. It is the Accredited Integrated Professional Organization (AIPO) for Guidance Counselors with principal address at Room 107 Philippine Social Science Center, Commonwealth Avenue, Quezon City. Email address is pgcasecretariat@gmail.com; website: pgca.org.ph</p> <p>Section 3. The objectives of the Association are:</p> <ul style="list-style-type: none"> • Integrate into the Association all registered guidance counselors; • Uphold the standards of guidance and counseling work; • Promote and stimulate the exchange of professional experience at the local, national, regional, as well as international levels; • Stimulate, promote and support research and other professional activities that will contribute to the improvement of the practice of guidance and counselling, counselor education, and supervision; • Disseminate pertinent and valuable professional information and materials through publications; • Bring together in action all guidance counselors for a better understanding and acceptance of the profession’s principles, ethical practices, and professional standards; • Promote cooperation among professional counseling organizations; • Assist the Professional Regulatory Board of Guidance and Counseling in its efforts to improve and advance the Guidance and Counseling Profession; • Fulfil such other purposes as stated in the Articles of incorporation.

**ARTICLE II
Membership**

Section 2. Upon acceptance by the Association, an individual may be admitted to the appropriate membership category of:

- Regular Member
- Affiliate Member
- Junior Member

A *REGULAR member* is a holder of a professional license to practice and to teach Guidance and Counseling subjects.

He/she shall enjoy the right to attend conventions and general meetings of the Association, receive all publications, avail themselves of the services of the Association, and participate in the elections.

An *AFFILIATE member* is anyone working in the field of Guidance and Counseling or is interested in the field, has at least a bachelor's degree and is in the process of becoming a registered guidance counselor.

He/she enjoys the right to attend conventions and general meetings of the Association, receive all publications, avail himself/herself of the services of the Association, and participate in the elections.

A *JUNIOR member* is anyone working in the field of Guidance or is interested in the field and who has at least a bachelor's degree. He/she shall enjoy the right to attend conventions and general meetings of the Association and avail himself/herself of the services of the Association but shall have no voting power.

Section 4. An **active member** is one who is updated in the payment of his/her membership dues and has participated in at least one major activity (classified as such by the National Board) of the PGCA.

**ARTICLE II
Membership**

Section 2. Upon acceptance by the Association, an individual may be admitted to the appropriate membership category of:

- Regular Member
- International Affiliate Member

A *REGULAR member* is a guidance counselor as defined by RA 9258. He/she shall enjoy the right to attend conferences and general meetings of the Association, receive all publications, avail of the services of the Association, and participate in the elections.

A *REGULAR member* who has reached the age of sixty (60) shall be entitled to a 20% discount of the registration fees. Such members shall retain all rights and privileges of membership in the Association.

An *INTERNATIONAL AFFILIATE member* is a registered and licensed counselor who resides outside the country or is not a Filipino. He/she shall enjoy the right to attend conferences and general meetings of the Association.

Section 3. A Member in Good Standing

- A member is considered to be in good standing if he/she is updated in the payment of his/her annual membership dues, and is not the subject of any disciplinary action or investigation by the Ethics Committee.
- Membership may be lost by resignation or expulsion for cause.
- A member may be dropped from membership or disciplined for conduct which violates the Ethical practices and the Manual of Technical Standards for Registered and Licensed Guidance Counselors, harms the Association or negatively affects its reputation, or which is contrary to its objectives. Reports of such conduct shall be submitted to the Ethics Committee.

d. The PGCA Board may refuse to accept a resignation filed by a Regular or an International Affiliate member who has a pending case filed before the Ethics Committee.

**ARTICLE III.
Local Chapters**

A local Chapter is a formally established association consisting of at least 15 Regular PGCA members outside Metro Manila, approved by the Board, bearing the PGCA name and aims to further PGCA mission-vision and objectives through its activities.

**ARTICLE III.
Local Chapters**

Any group of 15 Registered guidance counselors in good standing may apply for Chapter status within the Association. These members may represent a city or province.

- a. A local Chapter is a formally established association consisting of at least 15 Regular PGCA members who are of good standing. It shall abide at all times by the guidelines set forth by the Board.
- b. The purpose of the Chapter shall be in accordance with the By-Laws of PGCA.
- c. The PGCA Board shall have the power to approve the formation of a chapter by majority vote. They shall also have the power to dissolve the Chapter when it is decided in the best interest of the Association to do so. A majority vote (50% + 1) of the 11 members of the Board is required to dissolve a Chapter.
- d. A Chapter of the Association shall be free to conduct its affairs at the chapter level but should do so only in compliance with the PGCA By-Laws and the Guidelines set forth by the Board.
- e. Each Chapter shall submit to the Association the names of its officers upon election or appointment.
- f. Each Chapter shall submit to the Association an annual plan of action and an annual report with an audited financial report.

**ARTICLE IV.
National Divisions of the Association**

Divisions of the Association shall represent special areas of interest in human development and guidance and counselling work. Any group of 15 members in good standing may apply as a Division within the Association.

- a. A Division shall consist of at least 15 PGCA regular members of good standing who organize themselves at the National level.
- b. The Division shall operate in accordance with the Bylaws and policies of PGCA to advance an area of specialization.
- c. The PGCA Board shall have the power to approve the

formation of a Division by majority vote (50 + 1). They shall also have the power to dissolve a Division when it is decided in the best interest of the Association to do so. A majority vote of the Board is required to dissolve a Division.

d. A Division of the Association shall be free to conduct its affairs but should do so only in compliance with the By-Laws of the PGCA, Inc. and the Guidelines set forth by its Board.

e. The Board shall appoint the Chair and co-chair of each Division.

f. Elected Chair shall submit to the Association his/her name and the name of his/her co-chair.

g. Each Division shall submit to the Association an annual plan of action and annual report with an audited financial report.

**ARTICLE V.
Board of Directors**

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Board of Directors**

Section 5. Board meetings shall be held at least once a month during a schedule agreed upon by the members.

Section 5. The Board shall hold the following meetings:

A. Regular meetings at least once a month during a schedule agreed upon by its members.

B. Emergency meetings that may be called by the President, or by a written request of any six (6) Directors.

Section 6. Emergency Board meetings may be called as needed.

Section 6. A simple majority (6 members) of the total number of Directors shall constitute a quorum. A majority vote of those present in a quorum shall be sufficient to pass a Board Resolution, unless required by the Corporation Code or these By-Laws.

**ARTICLE VI.
OFFICERS**

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Section 3. The Vice-President must be a resident and citizen of the Philippines. He/she shall have the following functions:

Section 3. The Vice-President for Internal Affairs must be a resident and citizen of the Philippines. He/she shall exercise the following functions:

- a. Take over the tasks and functions of the President in his/her absence.
- b. Take charge of the Annual Convention and Annual Midyear Workshop as Program Chair, unless otherwise decided upon the Board.

- a. Takes over the internal tasks and functions of the President in his/her absence.
- b. Takes charge of the Annual Conference and Annual Midyear Conference as Program Chair.
- c. Takes charge of Division-related concerns
- d. Calls for Division Chairs' meeting at a designated time and place.

Section 4. The Vice-President for External Affairs must be a resident and citizen of the Philippines. He/she shall exercise the following functions:

- a. Takes over the external tasks and functions of the President in his/her absence.
- b. Takes charge of/supervises the Peer Organization of the Philippines (POP)
- c. Takes charge of Chapter-related concerns.
- d. Calls for Chapter presidents' meeting at a designated time and place.

**ARTICLE VIII.
COMMITTEES**

d. The Ethics Committee shall draw out and implement a Code of Ethics, investigate cases, present its findings and recommendations to the Board and implement the necessary action, as decided-upon by the Board.

**ARTICLE IX.
COMMITTEES**

d. The Ethics Committee shall act on complaints filed against any member of the Association, investigate cases, present its findings and recommendations to the Board and implement the necessary action, as decided upon by the Board.

**ARTICLE IX.
MEETINGS**

Section 1. The General Annual Meeting of the members shall be held in a place designated by the Board on the third Wednesday of May of each year. The Presidents and Treasurer shall render his/her annual and financial report respective to the members regarding the activities and status of the Association. The election of the Board of Directors shall be held during this regular general assembly meeting.

Section 2. Special Meetings of the Members shall be called as the need thereof arises by the Board of Directors or the President or upon petition of one third of the General Membership.

Section 3. Notices of the time and place of the annual and special meetings of the members shall be given either personally or by mail or by email at least two weeks before the date set for such time. The notice of every special meeting shall state briefly the purpose or purposes of the meeting.

Section 4. A quorum for any meeting of the member shall consist of a majority (50% plus one) of the members personally or through proxies and a majority of such quorum may decide on any question at the meeting except those matters where the corporation code requires the affirmative vote

**ARTICLE X.
MEETINGS**

Section 1. General Annual Meeting

- a. Regular members shall meet in a place designated by the Board of Directors on the third Wednesday of May of each year during the National Annual Conference. The President and Treasurer shall render their annual and financial reports, respectively to the members regarding the activities and status of the Association. The election of the Board of Directors shall be held during this general assembly meeting.
- b. Notices of the time and place of the annual and special meetings of the members shall be announced through the PGCA website (www.pgca.com.ph) or by email at least two weeks before the date set for such time.
- c. Order of Business

The order of business at the annual meeting of the members shall be as follows:

- c.1. Proof of service of the required notice of meeting
- c.2. Proof of presence of a quorum
- c.3. Reading of approval of the minutes of the previous annual meeting
- c.4. Unfinished businesses
- c.5 Report of the President
- c.6 Report of the Treasurer
- c.7 Election of the Board Members of the ensuing year

of a greater proportion.

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The order of business at the annual meeting of the members shall be as follows:

- a. Proof of service of the required notice of meeting
- b. Proof of presence of a quorum
- c. Reading of approval of the minutes of the previous annual meeting
- d. Unfinished businesses
- e. Report of the President
- f. Report of the Treasurer
- g. Election of the Board Members of the ensuing year
- h. Other matters

Section 6. Each regular member shall be entitled to one vote and he/she may vote either in person or by proxy or by email. In the case of proxy voting, the member shall file notification regarding the matter in writing and file such with the secretary of the Association before the scheduled meeting.

d. Special Meetings of the Members shall be called, as the need thereof arises, by the Board of Directors or the President or upon petition of one third of the General Membership. The notice of every special meeting shall state briefly the purpose or purposes of the meeting.

e. A quorum for any meeting of the members shall consist of a majority (50% + 1) of the members present and a majority of such quorum may decide on any question at the meeting except those matters where the corporation code requires the affirmative vote of a greater proportion.

f. Each regular member shall be entitled to one vote and shall vote in person.

Section 2. The Board of Directors may meet with Presidents (or designates) of National Counseling Organization at least once a year or when the need arises.

**ARTICLE X.
PROFESSIONAL ETHICS**

Section 4. In all other instances, whenever charges are referred to the Board, no person shall be dropped from membership without due process and then only by a vote of three-fourths of the members of the Board present and constituting quorum during a meeting which considered the matter.

Section 5. Conviction of a member by the court of competent jurisdiction of a crime involving moral turpitude automatically brings the case, without necessity of formal complaint, before the Committee on Ethics; and such a member may be dropped by the Board without hearing.

Section 6. Every member of the Association shall, individually and in cooperation with his/her fellow members, discharge his/her duties and responsibilities in connection with duly adopted decisions, projects, and activities of the Association.

**ARTICLE XI.
PROFESSIONAL ETHICS**

Section 4. After due process, the findings and recommendations may be forwarded by the Board of Directors to the Professional Regulatory Board for Guidance and Counseling (PRB-GC).