

Cir. 1/2017

19 January 2017

To All Branch Secretaries

Annual Delegate Conference

Dear Branch Secretary

The 36th Annual Delegate Conference of the Association will take place on

FRIDAY 5 May 2017 in The Radisson Blu Hotel, Golden Lane, Dublin 8

Registration will be at 1.15pm and the Conference will commence at 2pm.

The latest date for the submission of nominations and motions for conference is

Thursday 16 March 2017

Branch AGM

Under Rule 22 (f) Annual General Meetings of Branches should be held no later than **Thursday March 16th** seven weeks prior to ADC.

Please contact Head Office as soon as possible if you would like a union official to attend the AGM. Requests will be dealt with on a first come first served basis.

The Rules make it necessary for Branches and for the Association centrally to meet a number of ADC deadlines as follows:

Thursday March 16 Last date for receipt of motions and nominations

Friday March 31 Draft Agenda will issue.

Tuesday April 11 Last date for receipt of amendments to motions on the draft agenda

Wednesday April 19 Last date for receipt of delegate's names to the ADC

Friday April 21 Final Agenda, Annual Report will issue

Friday May 5 Conference opens 2 pm

7.30 pm Conference Dinner

The Radisson Blu Hotel, Golden Lane, Dublin 8

Ciaran Rohan	General Secretary	Flemings Hall	Tel: 01 6686077	Email: info@ahcps.ie
John Kelleher	Deputy General Secretary	12 Flemings Place,	Fax: 01 6686380	Web: http://www.ahcps.ie
Billy Thompson	Assistant General Secretary	Dublin 4		

Delegates

The Branch delegate entitlement will be determined by reference to the numbers in membership on 31 December 2016 and this will be indicated to Branches as soon as possible.

Members

Under the Rules any member of the Association who is not a delegate may attend the Conference as an observer, but without the right to speak or vote.

Nominations and Motions

Please find enclosed the nomination forms and forms for Conference motions.

Under the Rules the Honorary Officers, Executive Committee and Standing Orders are elected at the Annual Delegate Conference.

Each Branch may make nominations for the offices of Chairperson, Vice-Chairperson, and Treasurer and for membership of the Executive Committee and Standing Orders Committee.

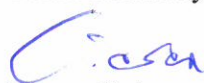
Each nomination should be accompanied by the written agreement of the person nominated.

Please ensure that all nominations and motions are returned to this office by **Thursday March 16.**

Conference Dinner

Delegates will be entitled to two tickets to the Conference Dinner.

Yours sincerely



Ciaran Rohan
General Secretary



- Enclosures:
1. Guidelines for Branch AGM's
 2. Nomination Form for Officers & Standing Orders
 3. Nomination Form for Executive Committee
 4. Form for Motions