

### **BRAZILIAN NURSING ASSOCIATION**

Founded on August 12, 1926
Declared of Public Utility by Federal Decree No. 31.417/52, DOU 09/11/52

### **BYLAWS**

### **PREAMBLE**

Founded in 1926, under the name Associação Nacional de Enfermeiras Diplomadas (ANED), the Associação Brasileira de Enfermagem had its first Bylaws approved on August 7, 1944, registered under Order No. 4.482 of Book K, Registry of 6 the Office of Rio de Janeiro. At the time, it was renamed the Brazilian Association of Graduated Nurses (ABED). The denomination of Associação Brasileira de Enfermagem (ABEn) was received when the first reformulation of the Statute was approved, on August 21, 1954. The current reformulation is the eleventh, in the course of its 91 years.

ABEn is headquartered at SGAN, Block 603, Conjunto B, in the city of Brasília, Federal District, with jurisdiction in the same city . She was a member of the International Council of Nurses (CIE) from 1927 to 1997. She is a founding member of Federación Panamericana de Profesionales de Enfermería (FEPPEN), acting as a member organization representing its associates since 1970; hosted the Executive Committee of FEPPEN between 1996 and 2004. It is a founding member of the Anna Nery Nursing Museum (MuNEAN). It has been a member of the Brazilian Society for the Progress of Science (SBPC) since 1974. It has been a member of the Associación Latino-Americana de Escuelas e Faculdades de Enfermería (ALADEFE) since 2010.

ABEn is an association of a cultural, scientific and political nature, with its own legal personality, governed by private law, which brings together individuals and legal entities — Nurses; Nursing Technicians; Nursing Assistants; students of undergraduate or graduate courses in nursing and professional education at the technical level of nursing; Schools, Colleges, Courses or Departments of Nursing, and Societies and Associations of Nursing or Specialist Nurses - who associate or affiliate with it, individually and freely, for non-economic purposes. It has an unlimited number of associates and affiliates, and is organized through its Sections and Nuclei linked to them, in the Federal District and in each state of the Brazilian federation, under the direction of a National Board.

It is governed by National Statute, Rules and Regulations. At the state and district levels, its Sections are governed by their own Rules and Regulations. It has its own regulations that regulate the administrative acts of management. Its decisions, sources of funds and equity are defined, supervised and controlled by bodies and instances of deliberation, administration, execution and inspection. As an association of national scope, it is recognized as of Public Utility, according to Federal Decree no. 31.417/52, published in the Official Gazette of September 11, 1952.

Guided by ethical principles and in accordance with its purposes, ABEn articulates with other Brazilian Nursing organizations to promote the political, social, cultural and scientific development of the categories that comprise it. Its axes are the defense and consolidation of Nursing education, scientific research, Nursing work as a social practice, essential to social assistance and health, to the organization and functioning of the health system. It undertakes to promote education and culture in general, and to propose and defend policies and programs aimed at improving the quality of life of the population and universal and equitable access to social and health services.

#### CHAPTER I

### NAME AND HEADQUARTERS

- **Art. 1st** The Brazilian Association of Nursing will operate in accordance with the principles and rules set forth in this Statute.
- **Art. 2nd** The Associação Brasileira de Enfermagem is a national, non-profit or economic class association, intended to represent, promote and defend the interests of Nursing professionals, the interests of the Brazilian population in relation to health, social security and citizenship; and, in particular, to fulfill its statutory purposes.
- § 1 The Associação Brasileira de Enfermagem will adopt the associative denomination "Associação Brasileira de Enfermagem" and will operate under the abbreviation "ABEn" or, even, added to the indication of its scope "ABEn Nacional".
- § 2 To designate the Entity, nationally, the name or acronym will be added the indication "National".
- § 3 To designate its Sections, the name or acronym of the Entity will be added the abbreviation corresponding to the state or Federal District, in which they are located.
- § 4 The use, by third parties, of the associative denomination "Associação Brasileira de Enfermagem" and the abbreviations " ABEn " or " ABEn Nacional", outside the hypotheses provided for in this Statute, is expressly forbidden.
- § 5 The ABEn will adopt brands and graphic badges that identify it, and that will be used, obligatorily, in documents, official papers, publications and ABEn promotional material.
- Art. 3 ABEn is formed by the union of individuals and legal entities, under the terms of this Statute .
- § 1 There are no reciprocal rights and obligations among persons associated or affiliated with ABEn .
- § 2 The ABEn has a structural and organizational base composed of its Sections and Nuclei in each state and in the Federal District.
- § 3 ABEn Nacional has its headquarters and jurisdiction in Brasília, Federal District, at SGAN Quadra 603, Conjunto B, Brasília (DF).
- § 4 Within the states and the Federal District, the entity's headquarters are located in the respective capitals.

### **CHAPTER II**

### **PURPOSES**

### Art. 4 The purposes of ABEn are:

- I bring together Nurses, Nursing Technicians, Nursing Assistants, students of the Undergraduate Nursing and Professional Education courses at the Technical Nursing Level, associated with the respective Sections;
- II bring together legal entities affiliated to it under the terms set forth in these Bylaws;
- III encourage solidarity and cooperation among associates;
- IV act autonomously and democratically, without distinction of social class, gender, sexual orientation, generation, skin color, race/ethnicity, politics, culture and religion;
- V to promote the technical, scientific, cultural and political development of Nursing professionals, based on ethical values and principles and human rights;
- VI defend the interests of Nursing, articulating with other entities, organizations and social, security, health and education institutions;
- VII represent, in or out of court, the interests of its associates and affiliates, as long as they are compatible with the associative purposes of the Association;
- VIII articulate with society in general and social organizations, in the defense of social rights, health and education, and in the consolidation of policies that guarantee the population the effectiveness of the right to health, with universality, comprehensiveness, equity and social participation;
- IX represent the members of its membership and affiliates, at the national and international levels, with regard to social, health, security, education and work, science and technological innovation policies;
- X to promote technical, scientific and cultural exchange with entities, organizations and institutions, national and international, with a view to the development of Nursing;

- XI to promote and encourage studies and research in the field of Nursing and related matters, of interest to society, and to maintain means of communication and scientific dissemination;
- XII adopt measures necessary for the defense and consolidation of nursing work as a social practice in the areas of health and education;
- XIII grant the title of specialist to Nursing professionals, issuing it in accordance with specific regulations;
- XIV join social, political and technical processes aimed at ensuring universal and equitable access to health services;
- XV to defend the quality of Nursing education, creating organizational structures that serve this purpose;
- XVI to promote, organize, carry out and coordinate activities and national and international events, aimed at professionals in the field of Nursing and related areas, aiming at their technical, scientific, political, cultural and technological innovation development;
- XVII to promote nursing care as a right of citizenship;
- XVIII promote actions in the social areas of health, education, research and technological innovation under the terms set forth in this Statute;
- XIX establish a partnership with the public and private administration in a regime of mutual cooperation.

**Single paragraph.** ABEn 's purposes will be developed through guidelines and work programs, in line with the deliberations and recommendations of ABEn 's deliberative bodies, defined at the national, state and Federal District levels.

### **CHAPTER III**

### **MEMBERSHIP AND AFFILIATES**

- Art. 5th ABEn will admit an unlimited number of associates and affiliates to its staff.
- **Art. 6th** Candidates for admission may link to ABEn through the Sections, in the form of effective members, student members, foreign members, and affiliates.
- § 1. Nurses, Nursing Technicians and Nursing Assistants who meet the specific requirements of this Statute are eligible for admission as effective members.
- § 2 Persons enrolled in an undergraduate or graduate course in nursing and professional education at the technical level of nursing, who meet the specific requirements of this Statute, are eligible to be admitted as student associates.
- § 3º They are eligible for admission as associates foreigners, Nurses graduated in other countries and Nursing students from a foreign educational institution, who fulfill the specific requirements of this Statute.
- § 4 Are eligible for admission as affiliates, Schools, Colleges, Courses ( Undergraduate, Graduate and Professional Technical Level) or Nursing Departments, and Nursing Societies and Associations or Specialist Nurses, that meet the specific requirements of this Statute .
- § 5 ABEn associates and affiliates are not responsible for the obligations contracted by the Association.

# **SECTION I**

## ADMISSION, DISMISSAL AND EXCLUSION OF ASSOCIATES AND AFFILIATES

- Art. 7th The admission of the associate and affiliate is subject to the fulfillment of the following requirements:
- I for admission as an effective member:
  - a) be associated with a Section, within its state or in the Federal District;
  - b) prove full and annual payment of the financial contribution intended to fund ABEn .
- II for admission as a student member:
  - a) be associated with a Section within their state or in the Federal District;
  - b) prove full and annual payment of the financial contribution intended to fund ABEn .
- III for admission as a foreign member:
  - a) be associated with a Section or directly with ABEn Nacional;
  - b) prove the full and annual payment of the financial contribution intended to fund ABEn;
  - c) have their application approved by the National Board.
- IV for admission as an affiliate:

- a) be directly affiliated to ABEn Nacional;
- b) prove full and annual payment of the financial contribution intended to fund ABEn .
- § 1 In states where there is no Section, the admission of the effective member and the student member will be applied directly to ABEn Nacional, at its headquarters, or in the nearest Sections, by means of an adhesion form accompanied by the following documents:
- I for admission as an effective member, the diploma of Nurse, of Nursing Technician or the certificate of Nursing Assistant, issued or revalidated in Brazil by a competent Educational Institution;
- II for admission as a student member, the statement issued by a recognized educational institution in the country, proving that the interested party is enrolled in an Undergraduate or Postgraduate course in Nursing, Professional Education at the Technical Nursing Level, proving annually your status as a student;
- III proof of full payment of financial contributions intended to fund ABEn .
- § 2 The admission of the student member will be temporary.
- Art. 8 The associate or affiliate will be dismissed from ABEn in the following cases:
- I upon request, by act of the President, if so requested in writing;
- II ex officio or upon request, by act of the National Board of Directors:
  - ABEn contribution in the current year;
  - b) if he fails to meet the requirements for admission as an effective member, student member, foreign member or affiliated to ABEn .
- III by ex officio or at the request, definitively, by act of the National Assembly of Delegates (AND), if the permanence of the associate or affiliate in its staff is not opportune or convenient for ABEn, or if there is a deviation from the purposes foreseen in these Statute.
- § 1 The terminated associate or affiliate may be readmitted at any time, observing the rules for admission to ABEn 's staff, except for the conditions provided for in item III of this article.
- § 2 The National Board of Directors' decision to decree dismissal or deny readmission may be appealed to the DNA, with full right of defense being assured.
- **Art. 9** The associate or affiliate who causes moral and/or material damage to ABEn , violates the image of ABEn or of Nursing, or who adopts conduct that is in disagreement with this Statute, is subject to the penalties provided for in this Statute.
- Art. 10 The penalties provided for in these Bylaws are:
- I warning: call or light punishment, given by authority or person invested with authority to someone who commits some minor offense;
- II censorship: call or moderate punishment, given by authority or person invested with authority to someone who commits some moderate seriousness offense;
- III suspension: disciplinary penalty imposed on someone who commits a serious misconduct that temporarily deprives him of his activities, functions or position;
- IV exclusion: disciplinary penalty imposed on someone who commits a very serious misconduct that definitively deprives him of his activities, functions or position.
- § 1 The penalty of exclusion releases the interested party from the obligations set forth in these Bylaws.
- § 2 The penalties are not successive and will be applied according to the nature and seriousness of the infraction, at the end of the disciplinary process that ensures, to the interested party, the right to contradictory, ample defense and recourse to the DNA, within a period of thirty days counting from decision science.
- **Art. 11** The disciplinary process will be instituted ex officio, or at the request of the interested party, and will be governed by the principles of informality, simplicity, celerity, procedural economy and procedural atypicality.
- § 1 It is competent to initiate and instruct the disciplinary process, as well as to indicate the applicable penalty:
- I the Section, in cases of fault committed by its permanent members, by its student members or by its foreign members;
- II the National Council of ABEn, in cases of fault practiced by the Sections of ABEn or by its affiliated associates.
- § 2 It is incumbent upon the ABEn National Council (CONABEn) to judge the disciplinary process.

- § 3 The CONABEN may claim the competence to initiate and continue the disciplinary process within the competence of the Section.
- § 4º From CONABEn 's decisions, handed down in a disciplinary process, the DNA may be appealed, with suspensive effect, within a period of 60 (sixty) days, counted from the date of the decision's acknowledgment by the interested party.

### **SECTION II**

### **EFFECTIVE MEMBERS**

- Art. 12 Effective members are divided into the following categories:
- I Effective Associates Nurses;
- II Effective Nursing Technician Associates;
- III Effective Associates Nursing Assistants.
- Art. 13 Effective members are assured the following rights and benefits:
- I vote:
- II be voted, subject to the ineligibility rules set forth in these Bylaws;
- III be present at meetings and assemblies promoted by ABEn;
- IV participate, with the right to vote, in meetings and assemblies promoted by its Sections, subject to the limitations contained in these Bylaws;
- V receive guidance to defend your rights as an associate;
- VI register for scientific-cultural events promoted by ABEn , with special prices, in accordance with specific rules and regulations;
- VII register for scientific-cultural events promoted by national and international entities to which ABEn is affiliated and maintaining a specific term of cooperation and reciprocity;
- VIII enroll in the processes for obtaining a specialist title, in accordance with specific rules;
- IX participate in studies, spaces for discussion and debates, as designated by ABEn 's deliberative and executive instances;
- X have priority in participating in programs and projects developed by ABEn.
- **Sole Paragraph** . In order to exercise the rights and benefits provided for in the *caput* of this article, effective members must be in good standing with the obligation to pay the annual financial contribution intended to fund ABEn .
- Art. 14 The duties of effective members are as follows:
- I comply with the provisions of the Statute, Regulations and Resolutions of ABEn , of its Sections;
- II collect the financial contribution intended to fund ABEn;
- III strengthen, honor and contribute to the organization of ABEn;
- IV cooperate in the dissemination and dissemination of activities and lines of action adopted by ABEn and its Sections;
- V represent ABEn in instances, forums or events for which he is elected or nominated;
- VI to base its conduct on ethical and solidarity principles, in accordance with the provisions of these Bylaws.
- **Single paragraph.** In the event of non-compliance with the provisions of item II, the effective member will have their rights and benefits suspended, and may automatically exercise them again after meeting the conditions established by the DNA.
- **Art. 15** Effective members may be distinguished with the title of honorary member.
- § 1 The distinction will be granted, exclusively, to the effective member who has provided relevant services to society, to ABEn or to Brazilian Nursing.
- § 2 The nomination for distinction will be up to the National Board, or the deliberation bodies of the Sections, and must be accompanied by justification.
- § 3 The nomination will be processed and judged by the DNA.
- § 4 The effective member distinguished with the title of honorary member is exempt from the obligation to collect financial contributions intended to fund ABEn .

#### **SECTION III**

### **STUDENT ASSOCIATES**

Art. 16 Student members are guaranteed the following rights and benefits:

I – be voted, subject to the ineligibility rules set forth in these Bylaws;

II – be present at meetings and assemblies promoted by ABEn;

III – receive guidance for the defense of their rights as a member;

IV – register for scientific-cultural events promoted by ABEn , with special prices, in accordance with specific rules and regulations;

V – register for scientific-cultural events promoted by national and international entities to which ABEn is affiliated and maintaining a specific term of cooperation and reciprocity;

VI – participate in studies, spaces for discussion and debates, by designation of the deliberative and executive instances of ABEn, of its Sections;

VII – have priority in participating in programs and projects developed by ABEn .

**Single paragraph.** In order to exercise the rights and benefits provided for in the *caput* of this article, student members must be in good standing with the obligation to pay the annual financial contribution intended to fund ABEn .

Art. 17 The duties of student associates are as follows:

I – comply with the provisions of the Statute, Regulations and Resolutions of ABEn;

II – collect the financial contribution intended to fund ABEn;

III – represent ABEn in instances, forums or events for which he is elected or appointed;

IV – base its conduct on ethical and solidarity principles, in accordance with the provisions of these Bylaws.

**Single paragraph.** In the event of non-compliance with the provisions of item II, the student member will have their rights and benefits suspended, and may automatically exercise them again after meeting the conditions established by the DNA.

Art. 18 Student members do not have the right to vote in ABEn 's collegiate bodies .

## **SECTION IV**

### **FOREIGN ASSOCIATES**

Art. 19 Foreign members are assured the following rights and benefits:

I – receive guidance to defend your rights as a member;

II – register for scientific-cultural events promoted by ABEn , with special prices, in accordance with specific rules and regulations;

III – register for scientific-cultural events promoted by national and international entities to which ABEn is affiliated and maintaining a specific term of cooperation and reciprocity;

 ${\sf IV}$  – participate in studies, spaces for discussion and debates, by designation of the deliberative and executive instances of ABEn , of its Sections;

V – have priority in participating in programs and projects developed by ABEn .

**Single paragraph.** In order to exercise the rights and advantages provided for in the caput of this article, foreign members must be satisfied with the obligation to pay the financial contributions intended to fund ABEn .

Art. 20 The duties of foreign associates are as follows:

I – comply with the provisions of the Statute, Regulations and Resolutions of ABEn , of its Sections;

II – collect the financial contribution destined to ABEn;

III – represent ABEn in instances, forums or events for which he is elected or appointed;

IV – base its conduct on ethical and solidarity principles, in accordance with the provisions of these Bylaws.

**Single paragraph.** In the event of non-compliance with the provisions of item II, the foreign member will have their rights and benefits suspended, and may automatically exercise them again after meeting the conditions established by the DNA.

## **SECTION V**

#### **OF AFFILIATES**

## Art. 21 ABEn may admit as affiliates:

- I Societies and Associations of Nursing or Specialist Nurses, or related areas.
- II Schools, Colleges, Departments or Undergraduate or Professional Education Courses in Nursing Technical Level, and Graduate Courses or Programs in Nursing.
- § 1 The admission of the affiliate is subject to the fulfillment of the following requirements:
- I have an objective compatible with the purposes of ABEn;
- II be governed by Articles of Incorporation, Bylaws, Regulations or Internal Regulations, which contain norms compatible with these Bylaws;
- III have its Statute and/or Regulation approved by the DNA;
- IV indicate the respective section.
- § 2 The DNA will decide, sovereignly, on the application for admission of the affiliate.
- § 3 In the case of Schools, Colleges, Departments, Courses or similar institutions, the affiliated is automatically included in ABEn Nacional, through the Board of Education in Nursing.
- § 4 In the case of Nursing Societies and Associations or Specialist Nurses, the member is automatically included in ABEn Nacional, through the Board of Development of Professional Practice and Nursing Work.
- § 5 The membership process referred to in the previous paragraphs must comply with specific regulations.
- Art. 22 Members are assured the following rights and benefits:
- I establish a partnership with ABEn Nacional or its Sections for the development of activities and work programs of interest to both;
- II participate in events and programs promoted by ABEn, in accordance with current regulations.
- Art. 23 The duties of affiliates are as follows:
- I comply with and ensure that the present Statute establishes;
- II collect the financial contribution intended to fund ABEn;
- III contribute to the consolidation and organization of ABEn and solidarity among Nursing professionals;
- IV ensure, institutionally and financially, its representation in the instances and bodies of ABEn by defraying the expenses arising from its representation;
- ABEn 's annual Work Plan;
- ABEn 's actions and products to its associates.
- **Single paragraph**. In the event of non-compliance with the provisions of item II, the affiliate will have his rights and benefits suspended, and may resume exercising them, automatically, after meeting the conditions established by the DNA.
- **Art. 24** The affiliation proposal will be forwarded to ABEn Nacional's Presidency, which will submit the process to the DNA for appreciation and deliberation.

### **SECTION VI**

## THE RELATIONSHIP WITH THIRD PARTIES

- Art. 25 ABEn may offer commendations or titles of Meritorious Member .
- § 1 Commendations or titles will be granted exclusively to natural or legal persons not associated with ABEn , who have provided relevant services to health, education or Brazilian Nursing.
- § 2 The appointment to commendations or titles will be the responsibility of the National Board or the deliberation bodies of the Sections and must be accompanied by a justification.
- § 3 The nomination will be processed and judged by the DNA.
- Art. 26 ABEn may grant a specialist title to Nursing professionals.
- **Single paragraph**. The process of recognition and issuance of the title of specialist for Nursing professionals will be disciplined by the DNA, through specific regulations.

### **ABEn 'S EQUITY**

## Art. 27 ABEn 's equity consists of:

- I headquarters of ABEn;
- II movable and immovable property;
- III historical and documentary collection;
- IV patents, designs and trademarks;
- V books, magazines, newspapers and other ABEn publications;
- VI symposiums, congresses, seminars, conferences and other events promoted by ABEn;
- VII donations, grants, aid, bequests and other income provided by any person, whether natural or legal, public or private.
- § 1 The alienation, purchase and sale of any assets can only be authorized by the DNA.
- § 2 The headquarters of ABEn , in Brasilia, the patents, designs, trademarks and the historical and documentary collection of ABEn are inalienable.

### **SECTION I**

### **INCOME AND EXPENSES**

### Art. 28 The sources of income are:

- I financial contributions destined to ABEn, established by the DNA;
- II resources from contracts, agreements, agreements, partnerships, exchanges, projects, promotions and events;
- III special funds;

ABEn 's building facilities and its Sections;

per capita values resulting from the contributions of the members of the Sections;

- VI income arising from its financial resources;
- VII other recipes.
- **Art. 29** The revenues will be destined exclusively to expenses with actions that aim to achieve the purposes contained in these Bylaws.

### **CHAPTER V**

# **STATUTORY BODIES**

- Art. 30 ABEn is constituted by the following statutory bodies:
- I deliberation:
  - a) National Assembly of Delegates AND;

ABEn National Council - CONABEn .

- II administration and execution:
  - a) National Board.
- III advice and consultancy:
  - a) Standing and Special Commissions;
  - b) Departments;
  - c) National Consultative Council of Nursing Societies and Associations or Specialist Nurses;
  - d) National Consultative Council of Nursing Schools and Courses;
  - e) Thematic Committees.
- IV inspection:
  - a) National Fiscal Council.

### **SECTION I**

# FROM THE NATIONAL ASSEMBLY OF DELEGATES

**Art. 31 The National Assembly of Delegates (AND) is** ABEn 's highest decision-making body and responsible for establishing guidelines for the fulfillment of its purposes, within the scope of the National ABEn , Sections and Nuclei.

### Art. 32 The DNA is responsible for:

I – resolve on questions of interest to ABEn in order to achieve its purposes;

II – appreciating and deliberating on the Work Plan of the National Board of Directors and the Annual Report;

III – appreciating and deliberating on the annual budget proposal, presented by the Board of Directors, and ABEn 's accounting-financial balance sheet;

IV – establish, annually, the value of the financial contribution destined to ABEn and the *per capita value* to be passed on by the Sections;

ABEn 's assets, subject to the exceptions provided for in these Bylaws;

VI – elect the members of the Special Election Commissions and the respective President;

VII – judge the appeals lodged against the decisions handed down by the Special Election Commission;

VIII – approve the electoral calendar;

IX – homologate the results of the elections;

X – elect the Fiscal Council;

XI – swear in the National Board of Directors and the Fiscal Council;

XII – appreciating and deliberating on the amendment of the ABEn Statute , in whole or in part, and ensuring compliance therewith;

XIII – consider and deliberate on the dismissal of the National Board, in whole or in part, in the case of duly proven irregularity, or when it is not responding to the determinations emanating from these Bylaws, in order to safeguard the interests of ABEn;

XIV – prosecute and judge the appeals filed against decisions handed down by other bodies of ABEn , in the hypotheses provided for in these Bylaws;

XV – appraise and deliberate on the dissolution of ABEn, the Sections and Nuclei;

XVI – to approve its Internal Rules, adapting them to the relevant legal norms;

XVII – consider and deliberate on granting the distinction of honorary member, commendations and the title of meritorious member;

ABEn 's affiliation with national and international entities or organizations;

XIX – authorize the making of loans and other pecuniary obligations and constitution of guarantees, if required;

XX – decide on work programs and respective budgets;

XXI – issue Regulations and Resolutions on matters within its competence;

XXII – elect the members of the Thematic Committees;

XXIII – to ensure compatibility between the Regulations of the Sections and the norms of this Statute;

XXIV – dismiss Sections and associates and affiliates, in the hypotheses provided for in these Bylaws;

XXV – resolve on the purchase and sale of movable and immovable property;

XXVI – appraise and deliberate on any matter not contained in these Bylaws.

- § 1 The DNA can only be installed with the presence of an absolute majority on the first call and a simple majority on the second call of its delegates, 30 minutes after the scheduled time.
- § 2 The delegation of votes, or voting by proxy, will not be allowed.

Art. 33 Decisions of the DNA will be taken by a majority vote of the delegates present, except for:

I – consider and deliberate on the amendment of ABEn 's Statute;

II – appraise and deliberate on the dissolution of ABEn;

III – consider and deliberate on the dismissal of the National Board of Directors.

- § 1 The matters contained in this article will be appreciated and deliberated in an AND convened especially and exclusively for this purpose, and it cannot be installed, on first call, without an absolute majority of delegates, born and elected, or with less than one third, in the subsequent summons.
- § 2 The matters contained in this article will be considered approved if they obtain the unanimous vote of two thirds of the delegates present.
- § 3 For the matter contained in item III of the *caput* of this article, the vote must be made in secret ballot.

Art. 34 The DNA is made up of:

- I native delegates:
  - a) Members of the National Board;
  - b) Presidents of the Sections.
- II delegates elected in each Section:
  - a) For every forty effective members, one delegate and respective substitute.
- **Art. 35** The Presidents of the Sections unable to attend the DNA, may be represented by the Vice-President or by another member of the Board, designated by the President.
- **Art. 36** The DNA delegates, holders and substitutes, will be elected in equal numbers, in the State General Assembly (AGE), specially convened for this purpose.
- **Art. 37** Elected delegates, full and substitutes, will have a one-year mandate, starting from the date of their election, which may extend until the next DNA.
- Art. 38 The DNA will meet in ordinary session at least once a year, convened by the President of ABEn Nacional.
- Art. 39 The DNA will meet extraordinarily:
- I by invitation of the President of ABEn Nacional;
- II by petition signed by at least one third of the elected delegates, provided that they represent at least half of the Sections;
- III by petition signed by the absolute majority of the members of CONABEn;
- IV by petition signed by at least one fifth of the effective members.
- **Art. 40** The DNA will be presided over by the President of ABEn Nacional and, in his impediments, by the Vice-President; in the impossibility of both, by a member of the National Board, indicated by his peers.

**Single paragraph.** In the absence or impediments of the President of ABEn Nacional or the members of the National Board, the DNA will be chaired by one of its delegates, chosen by vote in plenary.

### **SECTION II**

### **ABEN NATIONAL COUNCIL**

- **Art. 41** The ABEn National Council ( CONABEn ), ABEn 's deliberative body , subordinated to the DNA, is made up of:
- I members of the National Board;
- II Presidents of the Sections;
- III a representative of the National Consultative Council of Nursing Societies and Associations or Specialist Nurses;
- IV a representative of the National Consultative Council of Nursing Schools and Courses;
- V the Coordinator of the Student Committee or, in his impediments or absences, a representative appointed by the members of the Committee;
- VI the Coordinator of the Committee of Nursing Technicians or, in his impediments or absences, a representative appointed by the members of the Committee.
- **Art. 42** CONABEN will meet twice a year , in ordinary session, when convened by the President of ABEN Nacional and, extraordinarily, when convened by the President or by an absolute majority of its members.
- **Art. 43** CONABEN will be presided over by the President of ABEN Nacional and, in his impediments, by the Vice-President; in the impossibility of both, by a member of the National Board, indicated by his peers.
- **Sole Paragraph** In the absence or impediment of the members of the National Board, CONABEn will be presided over by a President of the Sections, appointed by his/her peers.
- **Art. 44** CONABEn will only be installed with an absolute majority of its members in the first call and 30 minutes later with a simple majority.
- Sole Paragraph . CONABEn 's deliberations will be taken by the majority of its members present.
- Art. 45 It is incumbent upon CONABEn to:
- ABEn 's work policy, nationally, in line with the DNA's guidelines and deliberations;
- ABEn 's National Board for the execution of ABEn 's work program;

ABEn 's program of activities, including the time, place and scientific program of the Brazilian Nursing Congresses and other events at national and international level;

IV – decide on the frequency and location of the Regional Nursing Meetings;

V - summon, extraordinarily, the DNA, under the terms of these Bylaws;

VI – approve its Internal Rules;

VII – provide for the criteria for affiliation, disaffiliation, rights and duties of Schools, Colleges, Courses and Departments of Nursing, Societies and Associations of Nursing or Specialist Nurses, presented by the National Board of ABEn;

VIII – deliberate on the creation and extinction of Departments;

IX – to prepare and approve Rules, Regulations, Resolutions and Normative Instructions, according to the provisions of the Bylaws, except for the regulatory provisions under the jurisdiction of the DNA;

X – judge the disciplinary process in the first instance.

#### **SECTION III**

### FROM THE NATIONAL BOARD

Art. 46 The National Board is composed of:

I – President;

II - Vice-President:

III – General Secretary;

IV - Chief Financial Officer;

V – Director of Education in Nursing;

VI - Director of Studies and Research in Nursing;

VII – Director of Development of Professional Practice and Nursing Work

VIII – Director of Social Communication and Publications.

§ 1 The National Board will have Thematic Committees, with the Student Committee and the Nursing Technicians Committee working alongside it permanently, with their respective coordinators.

§ 2 The positions of the National Board and of the Coordinators of Thematic Committees are honorary and unpaid.

Art. 47 It is incumbent upon the National Board to:

ABEn 's administrative and financial management;

II – prepare the Work Plan, the Program of Activities and the Annual Report of Activities, articulating competences and actions common to the respective centers;

III – preparing the budget proposal and rendering of accounts and submitting them annually to the DNA;

IV – implement the decisions of the DNA and CONABEn;

V – disseminate the decisions of the DNA and CONABEn through reports and other publications;

VI-comply with and enforce compliance with these Bylaws and its regulatory provisions, approved by the DNA and by CONABEn;

VII – appoint ABEn representatives to bodies and other entities;

VIII – designate the members of the Permanent and Special Committees, and of the Editorial Boards of the periodicals and of Editora ABEn;

IX – approve the members of the examining boards for candidates for the title of specialist and issue the respective ordinance;

X – homologate and publish exam results of candidates for the title of specialists and grant the respective certificates;

XI – propose to the DNA the date of the ABEn elections , present and disseminate its results;

XII – summon the DNA and CONABEn, on an ordinary or extraordinary basis;

ABEn 's Internal Regulations;

ABEn 's administrative, accounting, legal and financial sustainability, practicing all management acts necessary for its perfect functioning and fulfillment of its purposes;

XV – enable financial management, through the development of projects, partnerships, agreements, covenants and contracts, in accordance with specific regulations approved by CONABEn;

XVI – promote and organize the Brazilian Nursing Week (SBEn), the Brazilian Nursing Congress (CBEn) and other ABEn events;

XVII – coordinate the specialist qualification process in partnership with the Scientific Departments and Nursing Societies and Associations or Specialist Nurses affiliated to ABEn;

XVIII – coordinate ABEn 's awards process in partnership with the Scientific Departments and Committees;

- § 1º The term of office of the Directors of ABEn Nacional is three years, and may be re-elected only once.
- § 2 The term of office of the Coordinator of the Committee of Nursing Technicians is three years, and may be reelected only once.
- § 3 The term of office of the Student Committee Coordinator is three years, with no possibility of re-election.
- **Art. 48** The National Board will ordinarily meet four times a year and, extraordinarily, when convened by the President or by an absolute majority of its members.
- § 1 The meetings of the Board of Directors will be installed with the presence of the majority of its members.
- § 2 Deliberations will be taken by a majority of those present, with the President having the casting vote.
- § 3 The absence of 3 (three) meetings within a period of one year results in loss of mandate, forwarded by the National Board to the analysis and deliberation of the DNA.
- § 4 The National Board, after the end of the mandate, will have up to 30 (thirty) days to officially deliver the goods, documents and books under its responsibility.

#### **SECTION IV**

### FROM THE PRESIDENT

### Art. 49 The President is responsible for:

- I represent ABEn actively, passively, judicially, extrajudicially, nationally and internationally, being able to appoint legal representatives;
- II call, chair and coordinate meetings of the Board of Directors, CONABEn , DNA, meetings, sessions, congresses and events of a national and international nature;
- III authorize expenses approved in the Budgetary Plan and of an extraordinary nature;
- IV exercise the right to cast a casting vote;
- V submit, annually, to the DNA, the Work Plan, the Program of Activities and the Annual Report of Activities of the Board of Directors and ABEn;
- VI coordinate national and international relations with other organizations and entities;
- VII issue the Call Notice for Elections;
- VIII manage and operate institutional bank accounts, jointly with ABEn Nacional's Financial Director;

### **SECTION V**

## FROM THE VICE PRESIDENT

### Art. 50 The Vice-President is responsible for:

- I replace the President in his impediments and absence;
- II to succeed the President in the event of a vacancy in the position;
- III represent ABEn whenever appointed by the President;
- IV collaborate with the President in ABEn 's activities;

ABEn 's administrative management in partnership with the President and the General Secretary;

- VI prepare the meeting agenda for the Board of Directors, CONABEn and DNA;
- VII prepare the activities report of the Brazilian Nursing Week
- VIII perform other functions by delegation of powers.

# **SECTION VI**

### **OF THE GENERAL SECRETARY**

## Art. 51 The duties of the Secretary General are:

I – coordinate institutional relations with the Sections;

II – write the minutes drawn up at the National Board, CONABEn and DNA meetings;

ABEn 's Special Commissions;

IV – represent the President, when designated, in meetings and solemn sessions, by delegation;

V – promote and organize the ordinary and extraordinary meetings necessary for the operation of ABEn;

VI – preparing an annual report of activities with evaluation of results.

#### **SECTION VII**

### FROM THE FINANCIAL DIRECTOR

### **Art. 52** The duties of the Chief Financial Officer are:

I – participate in the elaboration of the budget proposal and submit it to the analysis and approval of the DNA;

II – monitor the execution of the budget plan and the management of agreements and contracts;

III – monitor the flow of payments referring to the per capita amount transferred by the Sections;

IV – submit to the DNA, for consideration and approval, the annual report of the Financial Board, containing the accounting-financial balance sheet and the balance sheet with the opinion of the National Fiscal Council;

ABEn 's financial situation;

VI – define fundraising and management strategies;

VII – manage and operate institutional bank accounts, jointly with the President of ABEn Nacional and, when applicable to the state and Federal District Sections, jointly with the President of the respective Section.

**Single paragraph.** In order to carry out its attributions, the Financial Department will have a professional technical team.

### **SECTION VIII**

### FROM THE DIRECTOR OF NURSING EDUCATION

Art. 53 It is incumbent upon the Director of Nursing Education to:

I – coordinate, organize and operate the activities of the Nursing Education Center;

II – organize and keep updated the register of information on Nursing education, including data on Schools, Colleges, Courses ( Undergraduate, Graduate and Professional Technical Level) or Nursing Departments affiliated to ABEn , and related institutions with the teaching of nursing, in the country and abroad;

III – develop exchanges with Schools, Colleges, Courses ( Undergraduate, Postgraduate and Professional Technical Level) or Nursing Departments affiliated to ABEn , for the purpose of advising on matters related to Nursing education;

IV – coordinate and articulate the work of the Permanent Commissions for Professional Education at the Technical Level of Nursing, Undergraduate and Post-Graduate;

V – preside over the National Consultative Council of Nursing Schools and Courses;

VI – coordinate the organization and holding of the National Seminar on Guidelines for Nursing Education ( SENADEn );

VII – participate in studies and research projects and programs in the field of education;

VIII – represent ABEn , by delegation of competence, in spaces for the formulation and referral of policies and critical analysis of educational projects related to Nursing education, at the national and international levels.

# **SECTION IX**

## FROM THE DIRECTOR OF STUDIES AND RESEARCH IN NURSING

Art. 54 It is incumbent upon the Director of Studies and Research in Nursing:

I – coordinate, organize and operationalize the activities of the Center for Studies and Research in Nursing ( CEPEn );

ABEn 's study and research projects and programs, in partnership with other Boards and Committees;

III – encourage and disseminate studies and research in the field of Nursing;

IV – ensure the safekeeping and integrity of ABEn 's bibliographic, historical and documentary collection;

V – coordinate the organization and holding of the National Seminar on Research in Nursing (SENPE);

VI – support the organization and realization of the Latin American Colloquium on the History of Nursing ( CLAHEn );

ABEn Forum of Nursing Researchers;

VIII – integrate, as a born member, the Scientific Department of History of Nursing of ABEn Nacional;

IX – represent ABEn in spaces for formulating policies related to the generation and application of knowledge.

#### **SECTION X**

### FROM THE DIRECTOR OF DEVELOPMENT OF PROFESSIONAL PRACTICE AND NURSING WORK

Art. 55 It is incumbent upon the Director for the Development of Professional Practice and Nursing Work:

I – coordinate, organize and operate the activities of the Center for the Development of Professional Practice and Nursing Work;

II – articulate the activities of the Permanent Commission for Nursing Work;

III – articulate the work of the Permanent Commission for the Systematization of Nursing Practice;

IV - articulate the work of the Scientific Departments related to professional practice and nursing work;

V – chair the National Consultative Council of Nursing Societies and Associations or Specialist Nurses

VI – represent ABEn in spaces for formulating policies related to professional practice and Nursing work;

VII – participate in continuing education programs related to professional practice and Nursing work;

VIII – coordinate the organization and holding of thematic events on nursing professional practice and work: International Seminar on Nursing Work (SITEn), Brazilian Conference on Gerontological Nursing, National Seminar on Guidelines for Nursing in Primary Health Care (SENABS), National Symposium on Nursing Diagnosis (SINADEn) and others, in articulation with the Permanent Commissions and the respective Scientific Departments;

### **SECTION XI**

### FROM THE DIRECTOR OF SOCIAL COMMUNICATION AND PUBLICATIONS

Art. 56 It is incumbent upon the Director of Social Communication and Publications:

ABEn 's social communication, nationally and internationally;

ABEn 's communication channels;

III – keep up to date the flow of news about ABEn and matters of interest to members and society in general;

IV – promote the strengthening of communication with the Sections;

 $\mbox{\ensuremath{\mathsf{V}}}\mbox{--}\mbox{coordinate}$  the editorial process of ABEn 's periodical publications ;

VI – coordinate the Forum of Scientific Editors of Nursing Journals;

VII – encourage editorial production in the Sections;

VIII – carry out advisory and editorial consultancy.

### **SECTION XII**

## THE THEMATIC COMMITTEES

**Art. 57** The Thematic Committees aim to contribute to the discussion of aspects related to Nursing Technicians and Assistants, and Nursing Students, or other topics that are of relevant interest to Nursing.

Art. 58 The Committee of Nursing Technicians is responsible for:

I – represent Nursing Technicians and Assistants at ABEn;

II – participate in forums and spaces for debates on education policies and professional practice;

III – encourage the political formation of leaders for the development of Nursing;

IV – promote the participation of Nursing Technicians and Assistants in ABEn;

V – participate in the development of studies and research of interest to nursing education;

VI – act in debates and referrals related to the labor market and needs of Nursing workers.

**Art. 59** The Student Committee is responsible for:

I – represent the Nursing student associates at ABEn;

II – participate in forums and spaces for debates on education, student and professional practice policies;

III – encourage the political formation of leaders for the development of Nursing;

IV – promote ABEn among the student category;

V - promote the participation of students in ABEn;

VI – participate in the development of studies and research of interest to nursing education;

VII – act in debates and referrals related to the world of work and the needs of Nursing workers;

ABEn agenda in defense of the quality of nursing education.

#### **SECTION XII**

### **ADVISORY AND CONSULTING BODIES**

- **Art. 60** The advisory and consulting bodies will have their regulations approved by CONABEn , in accordance with the provisions of this Statute.
- **Art. 61** The Commissions will be permanent or special, and composed of effective members appointed by the National Board.
- § 1 The Standing Committees, whose purpose is to study and issue opinions on matters submitted to examination by the Board of Directors, are called:
- I Permanent Commission for Professional Education at the Nursing Technical Level;
- II Permanent Commission for Undergraduate Teaching;
- III Permanent Commission for Postgraduate Education;
- IV Permanent Commission on Nursing Work;
- V Permanent Commission for the Systematization of Nursing Practice.
- § 2 The Permanent Commissions for Professional Education at the Technical Nursing, Graduation and Post-Graduation Levels are coordinated by the Nursing Education Center.
- § 3 The Permanent Commission on Labor Relations will be coordinated by the Center for the Development of Professional Practice and Nursing Work.
- § 4 The Permanent Commission for the Systematization of Nursing Practice will be coordinated by the Center for the Development of Professional Practice and Nursing Work.
- **Art. 62** The Special Commissions, created by the National Board and approved by CONABEn, will be transitory and will be extinguished, once the purposes for which they are intended are fulfilled.
- **Art. 63** The Departments are advisory bodies of the National Board created by CONABEn and will act on specific subjects and activities related to the different specialties of Nursing.
- § 1º In the creation of the Departments, CONABEn must consider the specialties represented by the different Societies and Associations of Nursing or Specialist Nurses, affiliated to ABEn , in addition to other areas that it considers a priority.
- § 2 The constitution of a Department will be conditioned to the previous existence of a working group or Thematic Committee on the specific subject, linked to ABEn , which demonstrates consistent performance in its area of expertise.
- Art. 64 The Departments are responsible for:
- I prepare opinions at the request of the National Board or the National Consultative Council of Societies, Nursing Associations or Specialist Nurses at the national level;
- II propose studies and lines of research, articulated with CEPEn;
- $\mbox{III}$  indicate, for the approval of ABEn 's Board of Directors , the members of the examining board for specialist titration examinations;
- ABEn 's Board of Directors in the development and execution of ABEn 's projects .
- **Art. 65** The National Consultative Council of Nursing Societies and Associations or Specialist Nurses is made up of the Director for the Development of Professional Practice and Nursing Work , by the Coordinators of the Scientific Departments of ABEn Nacional, and by a titular representative and respective alternate of the Societies and Associations of Nursing or Specialist Nurses affiliated to ABEn .
- **Art. 66** The National Consultative Council of Nursing Societies and Associations or Specialist Nurses is responsible for:
- $I-promote\ the\ articulation\ of\ Nursing\ Societies\ and\ Associations\ or\ Specialist\ Nurses\ affiliated\ to\ ABEn\ ;$
- II propose national and international exchange programs with Nursing Societies and Associations or Specialist Nurses affiliated to ABEn;

- III encourage the promotion of scientific and cultural activities of the respective specialties;
- IV advise and provide consultancy to ABEn , in matters related to specialties, when requested;
- V propose guidelines that aim to guide the insertion of specialist nurses in the job market;
- VI indicate its representative and respective substitute for CONABEn;
- VII prepare its Regulations, to be forwarded to ABEn Nacional's Board of Directors.
- **Art. 67** The National Consultative Council of Schools and Courses of Nursing is made up of the Director of Education in Nursing at ABEn Nacional and the representatives appointed by the State Consultative Councils of Schools and Courses of Nursing of each Section.
- Art. 68 The National Consultative Council of Nursing Schools and Courses is responsible for:
- I advise ABEn on matters related to Nursing education at all levels;
- II provide consultancy to the process of regulation, supervision and evaluation of Schools, Faculties, Departments and Nursing Courses;
- III promote integration between Nursing Schools or Courses;
- IV develop actions with Nursing professors and students to encourage their participation and association with ABEn;
- V indicate its representative and respective substitute for CONABEn;
- VI prepare its Regulations, to be forwarded to ABEn Nacional's Board of Directors.

#### SECTION XIV

### FROM THE NATIONAL FISCAL COUNCIL

- **Art. 69 The National Audit Committee,** ABEn 's supervisory body , will be composed of three full members and three alternates, elected by the DNA for a three-year term.
- § 1 It is incumbent upon the National Fiscal Council to assess all matters related to assets, assets, income, funds, economic and financial aspects of ABEn's life and related matters, as well as to supervise the respective executive acts of the National Board.
- § 2 The National Audit Committee is responsible for issuing an opinion on:
- I contributions from associates and other revenues;
- II expenses of the different sectors of activity;
- III budget for each fiscal year;
- IV trial balances and balance sheet;
- V rendering of accounts and reports by the Board of Directors;
- VI inventory of assets.
- § 3 It is incumbent upon the National Fiscal Council to assess all matters related to assets, assets, income, funds, economic and financial aspects of ABEn's life and related matters, as well as to supervise the respective executive acts of the National Board.
- § 4 The National Fiscal Council will meet, ordinarily, to assess the balance sheets, before each meeting of the Board of Directors and, extraordinarily, when deemed necessary.
- § 5 The National Audit Committee will present the opinions issued at a meeting of the Board of Directors, CONABEn and DNA.
- § 6 The positions of the members of the National Fiscal Council are not remunerated.
- § 7 In case of vacancy or impediment, the effective member will be replaced by the substitute member who is the oldest member of ABEn .
- § 8 Those associates who have not held a position on the National Board in the period prior to the term of office and who have at least 4 (four) years of association at the national level, and 2 (two) years for the Section.

# **CHAPTER VI**

## **OF SECTIONS**

**Art. 70** The ABEn Sections will be managed by their respective Boards, whose members will be elected among the effective members, in the Federal District or in the respective state.

- § 1 The Boards of ABEn Sections in the Federal District and in the states will be composed of the following positions:
- I President;
- II Vice-President;
- III General Secretary;
- IV Chief Financial Officer;
- V Director of Education;
- VI Director of Studies and Research in Nursing;
- VII - Director of Development of Professional Practice and Nursing Work;
- VIII Director of Social Communication and Publications.
- § 2nd The competences and obligations of the members of the Boards of the Sections will be the same described in this Statute (articles 49 to 57), delimited in their territorial performance.
- Art. 71 ABEn, in the states and in the Federal District, is made up of the following bodies:
- I of Resolution:
- a) State General Assembly (AGE);
- b) Deliberative Council.
- II Administration and Execution:
- a) Board of the Section.
- III Advice and Consultancy:
- a) State Advisory Board of Nursing Societies and Associations or Specialist Nurses;
- b) State Advisory Board of Nursing Schools and Courses.
- IV of Inspection:
- a) State Fiscal Council.
- **Art. 72** The Sections must comply with and enforce the rules and decisions issued by ABEn Nacional bodies, being responsible for:
- I to prepare its own Rules and Regulations, which must be in accordance with these Bylaws;
- II communicate to ABEn Nacional the initiatives and norms adopted;
- III communicate to ABEn Nacional, in the first month of each quarter, the admissions and exclusions of associates, occurred in the previous quarter;
- IV transfer, quarterly, to ABEn the *per capita* values referring to the number of associates in the period of competence, accompanied by the names of the associates;
- V immediately inform ABEn of the penalties imposed on associates;
- VI indicate, on all forms, posters and publicity media, the condition of being associated with ABEn , and print ABEn 's brands on them;
- VII conduct, in its territory, the election of the Board of Directors of the Section, and of Delegates, in accordance with the Statute and with the electoral norms in force;
- VIII submit to ABEn , in advance, proposals for the reform of its Bylaws and approve them within the scope of the State and National Assemblies of Delegates.
- § 1 The Sections will decide on the creation of Nuclei.
- I The Nucleus of the ABEn Section consists of the organization without legal personality and may be formed by a group of associates in a given region or health and education institution in the area covered by the respective Section;
- II The Nuclei will be directly linked to the Sections;
- III The formation of a Nucleus must be of manifest interest to the President of the Section of at least ten associates.
- IV The Coordination of the Nucleus will be the prerogative of an associate Nurse.
- § 2 The composition of the Nuclei will depend on the approval of the Board of the Section to which it is linked.
- **Art. 73** In case of conflict between the rules of this Statute and the Regulations or the rules of the Sections, the DNA will determine the deadline for the adjustment to be made.

**Single paragraph.** Once the deadline has expired, without legitimate excuse, the DNA may apply the sanctions defined in these Bylaws.

- **Art. 74** The Sections will have the right to vote in ABEn 's deliberative instances , through their directors and delegates, in the hypotheses provided for in these Bylaws.
- **Art. 75** The acts of decision practiced by the Directorates of the Sections, which involve civil, criminal and administrative responsibility, will be submitted to the authorization of ABEn Nacional, through the DNA, under penalty of being personally and jointly liable for the damages that they may cause to the Association .

**Single paragraph.** The specifications of the acts of decision of the boards of the Sections specified in the *caput* of this article will be subject to standardization by means of ABEn 's Internal Regulations .

**Art. 76** ABEn will have the right of recourse against members of the Section's board of directors who practice any act that may cause material or moral damage in which it is held responsible for damages caused to third parties .

### **CHAPTER VII**

### THE ELECTION PROCESS

- **Art. 77** Elections for the National Board and the Board of Sections will be held every three years, in a single shift, through direct, individual and secret vote, by effective members, in accordance with the electoral process provided for in these Bylaws.
- § 1 The electoral process for filling the ABEn 's elective positions begins with the publication of the Call Notice for Elections and ends with the ratification of the results of the elections by the DNA.
- § 2 The Call Notice for Elections will be issued by the President of ABEn within six months of the end of the mandate of the National Board.
- § 3º After the period foreseen in the previous paragraph has elapsed without the issuance of the Notice of Call for Elections by the President, the DNA shall publish the Notice of Call for Election.
- § 4 The DNA will publish the Call Notice for Elections within 60 (sixty) days from the end of the period established in § 2 of this article, being able to extend it only once for the same period of 60 (sixty) days.
- Art. 78 The DNA shall constitute the Special Election Commission.
- § 1 The Special Election Commission will be composed of five members, being a President, two titular members and two alternates, the participation of members of the National Board or candidates for elective positions being forbidden.
- § 2 The members of the Special Election Commission must be effective members for at least four consecutive years, and must be in full enjoyment of their associative rights.
- § 3 It is incumbent upon the Special Election Commission to:
- I to discipline the electoral process, by means of specific Regulations;
- II publish and disseminate the Electoral Calendar;
- III verify and decide on the eligibility conditions of candidates;
- IV challenge, ex officio or upon request, the electoral process;
- V carry out the counting of votes;
- VI deliver the results of the elections to the DNA.
- § 4 The Electoral Calendar must contain all the dates of the acts of the electoral process, such as:
- I the plate registration period;
- II the period for contesting the registration of plates;
- III the date of publication of the decisions issued in the requests for opposition to the registration of plates;
- IV the date of the single appeal judgment session;
- V the voting and counting period;
- VI the date for the publication of the results of the elections.
- § 5 The Special Election Commission will regulate the electoral process of the Sections.
- § 6 The decisions made by the Special Election Commission may be appealed to the DNA, within a period of 7 (seven) days.

- Art. 79 Upon delivery of the election results to the DNA, the Special Election Commission will dissolve.
- Art. 80 If there are no defects in the electoral process, the DNA will ratify the results of the elections.

#### **SECTION I**

### **ELIGIBILITY CONDITIONS**

- Art. 81 The eligibility conditions for the elective positions provided for in these Bylaws are:
- I Brazilian nationality;
- II the full enjoyment of associative rights;
- III the payment of the financial contributions destined to the cost of ABEn;
- IV integrate a plate;
- V be an effective member for:
  - a) two consecutive years, counted until enrollment on the slate, for candidates to the National Board;
  - b) one year from the enrollment on the list, for candidates to the Section Board.
- § 1 The positions of President, Vice-President, Director of Education in Nursing, Director of Studies and Research in Nursing, Director of Development of Professional Practice and Nursing Work, and Director of Social Communication and Publications are exclusive to permanent members.
- § 2º Student associates and foreign associates are ineligible for elective positions in the National Board and Sections

### **SECTION II**

### OF THE PLATES

- Art. 82 The plate registration protocol must be completed by the date defined in the Electoral Calendar.
- **Art. 83** The registration of slates containing candidates for all the positions of the National Board will only be admitted, under penalty of rejection, isolated candidacies or members participating in more than one slate are prohibited, considering, when applicable, only the first application presented .
- **Art. 84** The application for registration of a slate must be addressed to the President of the Special Election Commission and signed by the candidate for President on the slate of the National Board.

**Single paragraph.** The plate registration application must contain:

- I name of the plate;
- II full name of the candidates, with an indication of the positions for which they are running;
- III the Section with which they are associated;
- IV authorization of the members of the list, mentioning the post they are applying for.
- **Art. 85** If there is no valid registration of a slate to run for election, the Special Election Commission must notify the DNA, which will decide sovereignly.

### **SECTION III**

### OF THE ELECTIONS

- **Art. 86** The members of the National Board of ABEn and of the Sections will be elected in a direct election, held in the states and the Federal District, on a single date, previously fixed in the electoral calendar, through personal and secret vote of the effective members.
- Art. 87 The slate that obtains a simple majority of valid votes will be declared the winner.

### **SECTION IV**

## FROM THE INAUGURATION OF THE NATIONAL BOARD AND OF THE BOARD OF SECTIONS

- **Art. 88** The members elected to the National Board will be sworn in in an extraordinary session of the DNA, up to one hundred and twenty days after the promulgation of the election result, in the host city of the Brazilian Congress of Nursing, with any number of members present.
- **Art. 89** The members elected to the Board of Sections will be sworn in in an extraordinary session of the AGE, up to one hundred and twenty days after the promulgation of the result of the election, in the city where the Section is located.

#### **SECTION V**

## **VACANCY OF POSITIONS**

- **Art. 90** In the event of a vacancy occurring in the first three months of the mandate, the National Board will determine the holding of elections to fill the vacant position, observing the rules of the electoral process provided for in these Statute.
- § 1 If the vacancy of a position on the National Board occurs after this period, filling will be done by election within the scope of the National Board and ratified within the scope of the DNA.
- I proof of the election will be made by means of the presentation of the specific Minutes;
- II for this election, the same eligibility criteria contained in Section I, Chapter VI, of these Bylaws must be followed.
- § 2 In the event of vacancy of positions in the Boards of Sections, filling will be done by election within the scope of the AGE and ratified within the scope of the DNA.
- I proof of the election will be made by means of the presentation of the specific Minutes;
- II for this election, the same eligibility criteria contained in Section I, Chapter VII, of these Bylaws must be followed.
- § 3 If there is a vacancy in all the positions of the Section's Board of Directors, it will be up to CONABEn to decide on the institution of a Provisional Board of Directors, composed of at least three members, to regularize the situation of the membership and allow the holding of local elections.

#### **CHAPTER VIII**

### STATUTORY AMENDMENT AND DISSOLUTION OF THE ASSOCIATION

- **Art. 91** The Bylaws may be amended at any time, in whole or in part, by proposal of the President, the Fiscal Council, or one fifth of the members of the DNA, and the amendment to the DNA called especially for this purpose must be approved.
- **Art. 92** ABEn Nacional will be dissolved when it no longer has conditions of subsistence, upon prior proof of the situation in writing .
- § 1º The dissolution of the National ABEn will be deliberated in an DNA specially convened for this purpose.
- § 2º The extinction of ABEn Nacional results in the automatic extinction of all Sections.
- **Art. 93 Once** ABEn is dissolved, the remainder of its shareholders' equity will be allocated to the non-profit entity, with identical or similar purposes to those of ABEn Nacional, which will be defined by the DNA that decides for the dissolution.

### **CHAPTER IX**

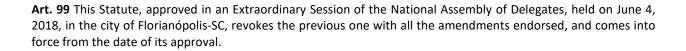
### **GENERAL PROVISIONS**

**Art. 94** In cases of relevance and urgency, for which there is no solution in this Statute, the National Board may adopt a provisional measure, *ad referendum* of CONABEN or the DNA, subsequently submitting the decision for approval by the competent deliberative body.

# CHAPTER X

## TRANSITIONAL PROVISIONS

- **Art. 95** The Regional Offices will be automatically transformed into Nucleus, linked to the Sections of the states to which they belong.
- Art. 96 The National Board and the Sections have a period of up to one year to adapt to the new Statute.
- **Art. 97** In the case of the National Board, filling positions that do not exist in the current management will be by election within the scope of the current Board of Directors and, subsequently, by election within the scope of the DNA, in compliance with the eligibility criteria established in these Bylaws.
- **Art. 98** In the case of the Sections, the filling of positions that do not exist in the current management will take place by election within the scope of the AGE and, subsequently, by election within the scope of the DNA, subject to the eligibility criteria established in these Bylaws.



Florianópolis, June 04, 2018

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