

***Royal United Services Institute for Defence and Security Studies
New South Wales, Incorporated – the “Institute”***

Governance

The Institute, formerly known as Royal United Services Institute of New South Wales, Incorporated (or RUSI NSW), is an independent, apolitical, incorporated public education association, which since 1888 has been promoting understanding of defence and national security.

The Institute is also a constituent body of the Royal United Services Institute for Defence and Security Studies, Australia, Limited.

The Institute’s Australian Business Number (ABN) is 80 724 654 162. The Institute is a registered charity and its Library Gift Fund enjoys deductible gift recipient status for taxation purposes. The Institute is registered for the Good and Services Tax (GST).

The Institute’s governing statutes are:

-) *Associations Incorporation Act 2009* (New South Wales);
-) *Associations Incorporation Regulation 2010* (New South Wales);
-) *Australian Charities and Not-for-Profits Commission Act 2012* (Commonwealth);
-) *Australian Charities and Not-for-Profits Commission Regulation 2013* (Commonwealth); and
-) *Constitution of the Royal United Services Institute for Defence and Security Studies, New South Wales, Incorporated.*

The Institute’s financial year is from 1 July to 30 June and its audited financial statements must be presented to the Institute’s Annual General meeting within six months following the end of the financial year. Following consideration by the Annual General Meeting, the audited financial statements together with the Institute’s Annual Return are lodged with the Australian Charities and Not-for-Profit Commission (ACNC).

A copy of the Institute's Annual Accounts is also lodged with the Royal United Services Institute for Defence and Security Studies, Australia, Limited.

The Institute is governed by a Board of up to 12 members elected for a term of three years at its Annual General meeting. Its office-bearers are members of the Board and comprise the President (Board chair), Immediate Past President, Vice President, Secretary, and Treasurer. There are up to seven non-executive Board members. The Board, which meets monthly, reviews the Institute’s financial statements (income and expenditure against budget) and undertakes a quarterly review of the Institute’s investments, including a report on the Institute’s solvency.

The Board has adopted a *Conflict of Interest Policy* to help Board members effectively identify, disclose and manage any actual, potential or perceived conflicts of interest.

Paul Irving
President
1 March 2019