

Changes of note in the HFESNZ updated Rules/Constitution July 2025

As you may be aware, significant changes are underway for incorporated societies in New Zealand with the introduction of the Incorporated Societies Act 2022.

This new legislation, came into full effect on October 5, 2023, and brings the biggest overhaul to our operational framework in over a century, replacing the outdated 1908 Act.

We are committed to ensuring a smooth transition for HFESNZ, and this update will outline the key changes and what they mean for you as a valued member.

While there may be some changes to the headings of sections and the order in which they appear in the new constitution, the existing Rules remain largely unchanged.

We have tried to simplify the process for you and have provided a breakdown of each section of the new constitution that identifies where changes have been made.

Section 1: Name

- No changes from the existing Rules.

Section 2: Purposes

- Was Rule 3

Section 3 – Interpretation and definitions

Was Rule 4 with the inclusion of four additional definitions:

- Constitution
- HFE
- Interested member
- Interests register
- Officer

Section 4 – Registered Office

- Was Rule 2 (no wording changes)

Section 5 & 6 – Membership

- New Rule 5 was 12
- New Rule 6 was 13

Section 7 – Membership Categories

- **Student members** – has been changed to include those in part-time and full-time study. This category did read:

Rule 13.4: *“Student Members – those with an interest in ergonomics and human factors, whom are attending a full time course of study.”*

This has changed to:

Rule 7.1b: *“Student Members – those with an interest in ergonomics and human factors, whom are attending a full time course of study.”*

- The Professional Member Membership categories have no definition changes but have been reordered to:
 - o Fellow
 - o Certified
 - o Associate
 - o Technical

Section 8 – Rights and responsibilities of members

- This is a new heading but contains all of the same information that was in Section 14 Obligations of Members. Points 14.1-14.4 are now 8.1-8.4.
- In addition, the existing Rule 17.1 – Indemnity has been added into Section 8.5.

Section 9 – Continuing professional development

- This is a new section but the points 9.1 and 9.2 are the same as in the existing Rules 13.5 and 13.6.

Section 10 – Membership register

- This was Rule 15 titled *The Register of Members*.
- Apart from the title change no other changes to the wording of the rules have been made.

Section 11 – When membership ends

- This was Rule 17 – Cessation of membership and complaints, covering Rule 16.1 and 16.2.

Section 12 – How membership may be terminated

- This was Rules 16.3 and 16.4 – no wording changes to these, just renumbered.

Meetings Section: Sections 13 -23

- All of the existing Rules 23 and 24 remain the same apart from minor heading changes, but have been renumbered.

Committee: Sections 24-30

- There are some minor heading changes but all of the existing Rules 5 to 11 remain unchanged but renumbered.
- New Rule 24 was 5
- New Rule 25 was 6
- New Rule 26 was 7
- New Rule 27 was 8
- New Rule 28 was 9
- New Rule 29 was 10
- New Rule 29 has the addition of Rule 29.5 to meet the requirements of the new legislation.
- New Rule 30 was Rule 11.

Finances: Sections 31-35

- New Rule 31 was 18
- New Rule 32 was 19
- New Rule 33 was 20
- New Rule 34 was 21
- New Rule 35 was 22

Other – Sections 36-41

- New Rule 36 was 25
- New Rule 37 was 26
- New Rule 38 was 27
- New Rule 39 was 28
- New Rule 40 was 29
- New Rule 41 this is a new section added in to meet the requirements of the new legislation.
- New Rule 42 was 30