

THE CONSTITUTION OF SHIKOME ORGANIZATION GROUP

ARTICLE 1:

1.1 NAME

The name of the Organization shall be “SHIKOME ORGANIZATION GROUP” herein after called “NGO”.

1.2 REGISTERED OFFICE

The Organization headquarters shall be based in Kwimba district, Mwanza region.

1.3 AFFILIATION

The Organization shall be affiliated to local and foreign organizations which are in poor society youths development and empowerment and any other organization as may be decided I or established from time to time by the Executive Committee.

1.4 ADDRESS

The Mailing address of the Organization will be:

The Executive Secretary
P.O. Box 19
NGUDU/KWIMBA
MWANZA, TANZANIA
The phone number will be
+255 788772477
+255 788076661

The Organization email address will be shikome2009@gmail.com

ARTICLE 2 : OBJECTIVES

2.1 To educate, train and sensitize the Society or the issues of HIV/AIDS, STD's (Sexually Transmitted Diseases) and Reproductive health.

2.2 To develop through praxis women, youths abilities to device gender sensitive strategies which will strengthen and position their income generating activities and confidentially face the challenges of a male dominated economy.

- 2.3 To empower the poor community and underprivileged societies their efforts in enterprise development through training and the provision of extension services.
- 2.4 To act as a link between the youth, members and the Government of the United Republic of Tanzania and other institutions and organizations.
- 2.5 To advocate for legal rights and security of women, youth and children in the family and society at large in order to analyze the negative impact of the current law system on women, youth and children and suggest ways or solution for the corrective action.
- 2.6 To establish and raise fund for members and poor community for the provision of support in their efforts in business, agriculture and create a solid economic base for themselves.
- 2.7 To create and sponsor employment opportunities and diversity the source of income for the members, youth and the poor by increasing and establishing viable projects under self reliance.
- 2.8 To liaise with other professional institutions or bodies on matters pertaining to the improvement of the organization and its members and to establish and maintain cooperation with such institutions or bodies within and outside the country.
- 2.9 To give professional advices and consultancy services to its members, youth and public at large so as to strengthen their capabilities and capacities.
- 2.10 To train, where funds will allow, members and the women, youth, semi professionals to full professionals within and outside the country.
- 2.11 To register and keep records of all members of the organization with their activities.
- 2.12 To raise fund to sponsor members, youth and the low income community that are unable to support themselves with the educational expenses.
- 2.13 To solicit funds and links to support orphans in carrying out their days to day living and welfares.
- 2.14 To provide education and support on drugs and drug abuse to members, youth and the community at large to help in character change.

- 2.15 To support women and female community to realize their goals and fight against oppression and domination.
- 2.16 To establish information resource centers and educational centers to make rural community reach the information's easily and eastern the spread of education for change.
- 2.17 To provide environmental education to youth and the poor rural community to bring change and environmental sustainability.
- 2.18 To carry out other incidental projects or any under taking schemed necessary in additional to or in order to realize the above mentioned objective for the benefits of the community and the organization.
- 2.19 To supply food and educational supplies to support the local income (poor) youths and the underprivileged in the community schools.
- 2.20 To build schools that will support low income capable youths and youths with physical challenges be educated easily, get to education
- 2.21 To act as a link with foreign schools, colleges and universities to conduct exchange programs to share the challenges within the youth's world wide.

ARTICLE 3: OPERATIONAL STRATEGY

- 3.1 Establish organization unit, centers catering for the regions of Mwanza, Kigoma, Tabora, Arusha, Kilimanjaro, Tanga, Singida, Zanzibar Islands and later all over Tanzania.
- 3.2 Seek and encourage partnership arrangement with other institutions engaged in the same field and target group.

ARTICLE 4: MEMBERSHIP

- 4.1 Subject to the provision of Article 4.2 of this constitution, membership of the organization shall be divided into the following categories:-
 - (a) Full membership: Shall be open to any Tanzania citizen with sound minds who has attained the age of 18 Eighteen years and above.
 - (b) Associate membership: Shall be open to any Tanzania citizen under the age of 18 Eighteen years who is recognized by the organization as having the status of a students, provided that the associate member

shall not be entitled to all rights as full member and shall not be liable to pay the same fees as full member and shall not be office bearer.

- (c) Institutional corporate membership: Shall be open to organization's groups of youth, or companies, which are approved by the Executive Committee.
- (d) Honorary membership – Will only be conferred by the General Council acting in its absolute discretion, as sign of special recognition upon any individual, organization or company who or which has rendered exemplary service to the organization or has in any other way made a significant contribution to the furtherance of the objectives of the organization.

4.2 Application for Membership:

Membership to the organization shall be sought through the completion of membership application forms and the payment of the prescribed subscription fees as proved by the General Council.

- 4.3 (a) The Membership fee for the various categories of membership shall be determined and be periodically reviewed by the General Council.

(b) The Executive Committee may cancel or suspend the membership of any member who without reasonable cause fails to pay her/his annual subscription for three (3) consecutive years provided that such member shall have the right to apply for readmission.

4.4 Expulsion of membership

The General Council shall reserve the right to suspend and or expel membership of any individual or group on the ground that such members conduct or activities have adversely affected the reputation, objectives, purposes, or interests of the organization provided that such as a member shall be accorded an opportunity to be heard in person on her/his defense.

4.5 Resignation of members:

Any member may any time resign from the organization by a written notice to the Secretary provided that such resignation shall be without prejudice to the right to the organization to claim the paid subscription from such member for the period of her/his membership or any other outstanding dues.

- 4.6 Any time of membership mentioned above is based on non-discriminative principle and is open to any Tanzania citizen regarding less of religion, race or origin.

ARTICLE 5: THE EXECUTIVE COMMITTEE

- 5.1 The management of the organization shall be carried out by the Executive Committee which shall consist of the Chairman, Secretary, Treasurer, their respective deputies and four other members.
- 5.2 The members of the Executive Committee shall during the mitral period serve for a period of five years and there after for a period of three years and shall be eligible for re-election provided that no member shall service in the same capacity for more than (4) four consecutive terms.
- 5.3 The candidate eligible for being elected in the Executive Committee shall have been a member of KWIMBAWODE for a consecutive period of not less than (2) two years with a clean record.
- 5.4 Any quorum for member of the Executive Committee may be re-elected after (1) one term has elapsed since she/he left the office.
- 5.5 The quorum for the Executive Committee shall be (4) four members present in person.
- 5.6 The Executive Committee shall meet as often as is required for conducting the business of the organization and in any event not less than (4) four times a year.
- 5.7 Any member of the Executive Committee may resign at any time upon giving (30) thirty days notice in writing to the secretary of her/his intention to do so.
- 5.8 If a vacancy arises as a result of resignation, death or incapacity of a member of the committee, the Executive Committee shall appoint another member for the remainder of the term.

ARTICLE 6: ELECTION TO AND POWERS OF THE EXECUTIVE COMMITTEE

- 6.1 Election shall be by secret ballot, supervised by a returning officer to be appointed by the General Meeting.
- 6.2 Only full members who have been nominated by two (2) members of the organization shall be eligible for election to the Executive Committee in a manner to be prescribed by the General Council.

- 6.3 Nomination papers shall be circulated to members at least (21) twenty one days before the election; provided that where no such nominations are received in time the Chairman may, with the concurrence of the General Meeting receive and accept nominations at the meeting at which election are to be held.
- 6.4 In the candidates may be required to introduce themselves to the General Meeting before the voting takes place.
- 6.5 Each person shall cast (1) one vote for each candidate.
- 6.6 The candidate with the greatest number of votes shall be declared the winner.
- 6.7 The Executive Committee shall in relation to the management of the affairs of the organization have all the powers of a Board of Directors of a Non-governmental Organization as defined by the laws of Tanzania, in so far as the same are not inconsistent with any article of this constitution.
- 6.8 The Executive Committee may from time to time appoint a Committee or sub Committees consisting of members of the Organization and may delegate to any Committee or sub-Committee any of the powers of the Executive Committee.

ARTICLE 7: DUTIES OF OFFICE BEARIERS:

- 7.1 The Chairman shall be responsible for the efficient administration of the Organization and in that capacity shall:-
- (i) Preside over the meetings of the General Council and the Executive Committee;
 - (ii) Represent and act on behalf of the Organization generally;
 - (iii) Do all such acts as are necessary for efficient and effective running of the Organization.
- 7.2 The Secretary shall be responsible for the efficient administration of the Organization and shall:-
- (i) Keeps a full and up to date record of the Organizations affairs including a membership register, which shall be open to any member of the organization.
 - (ii) Keep minutes of the meeting of the Executive Committee and of the General Council;
 - (iii) Carry out all correspondences on behalf of the Organization;

- (iv) Arrange for the meetings of the Organization or the instructions of the Executive Committee or in special circumstances, on the instructions of the General Council;
- (v) Do or carry out such financial functions as may be specifically delegated by the Treasurer or by the Executive Committee;
- (vi) Do all such things as are necessary or the efficient and effective running of the Organization's affairs and the secretary's office.

7.3 The Treasurer shall be the Financial officer of the Organizations, and in that capacity shall:-

- (i) Keep all financial records of the organization.
- (ii) Open and create a bank account on the instructions of the Executive Committee and ensure that all drawings from the account shall be counter-signed either by the Chairman or the Secretary' Executive Director;
- (iii) The Financial year shall start on 1st of January and end on the 31st of December each year

ARTICLE 8: GENERAL COUNCIL

8.1 The General Council shall meet at least once a year and shall consist of the Chairman, secretary, treasurer, their respective deputies and all other founder members.

8.2 The General Council shall:

- (i) Decide on all questions of policy touching on the activities of the Organization;
- (ii) Approve the general program of the Organization;
- (iii) Give any instructions to the National Executive Committee on matters of policy.
- (iv) Terminate the appointment of any member of the National Executive Committee on health grounds; incompetence or misconduct;
- (v) Elect members of the Executive Committee during its general meeting;
- (vi) Effect any necessary amendment to the provision of the constitution;
- (vii) Receive Audited Accounts;
- (viii) Have the powers of dissolving the Organization and deciding thereafter the devolution of its affairs;

- (ix) Identity and appoint a patron who identifies one self with the aims and objectives of the organization. The patron shall be an honorary member of the Organization.

8.3 To establish a permanent secretariat, commissions and such other bodies, as it shall deem sit, for the furtherance of the objectives of the Organization.

ARTICLE 9: PROCEEDINGS OF THE GENERAL COUNCIL

9.1 The Secretary shall convene the Annual General Meeting by giving at least (30) thirty days notice in writing; or any other public announcements;

9.2 The Executive Committee shall have powers to convene a special general meeting upon giving a (14) fourteen days notice in writing, or any other public announcements;

9.3 The Chairman may at any time shall upon requisition signed by at least one quarter of all the members of the Organization direct the Secretary to convene a special general meeting by giving at least (14) fourteen days notice in writing; or any other public announcement.

9.4 The quorum at any Annual General Meeting or Special General Meeting shall be one third of all the members of the organization.

9.5 If the quorum is not attained at any Annual General Meeting and Special General Meeting the Chairman shall re-convene the Meeting at the same time and place on the seventh day from the date of such meeting, and if the meeting so re-convened the quorum is not attained there – meeting may, if it so decides, proceed to conduct business even if the requisite quorum is not attained.

9.6 At any annual or special General Meeting each member present shall have one vote.

9.7 Except as otherwise provided by this constitution voting shall be by secretes ballot.

9.8 In any matter where voting is necessary, every full member shall have the vote and in the event of a tie the Chairman shall have a second or casting vote.

9.9 Any member desirous of moving a resolution for consideration by the meeting shall submit to the secretary at least (14) fourteen days before the date of any Annual General Meeting and the complete next of the resolution she/he desires to move.

9.10 The Secretary shall circulate the agenda including any resolution dully submitted by members togethe4r with any resolutions submitted by the Executive Committee at least (7) Seven days before the date of the meeting.

9.11 The agenda so constituted shall contain all the items of the business to be conducted at the meeting.

ARTICLE 10: SECRETARIAT

10.1 The positions / posts of the Secretariat will be established gradually according to the needs of the organization.

10.2 Re-numeration and duties:

The re-numeration and duties of the Secretariat shall be determined by the Executive Committee and in accordance with the existing labor laws.

ARTICLE 11: BRANCHES

The General Council may establish branches of the Organization in other regions as it may from time to time determine.

ARTICLE 12: FUNDING

The funding of the activities of the organization shall be derived from:-

- (a) Entrance fees subscription form members
- (b) Loans, equities, grants and donations form national or international, private organizations, NGO's, Inter-governmental a geneses and individuals and the members themselves.
- (c) Bank interests of the funds deposited or other investments approved by the General Annual Meeting.
- (d) Such other sources as the Executive Committee may from time to time determine.

ARTICLE 13: BOARD OF TRUSTEES

- 13.1 There shall be a Board of (3) Three Trustees of the Organization, registered as Trustees as required by the Tanzania laws.
- 13.2 The Trustees shall be nominated by the executive Committee and appointed by the General Council in an Annual General Meeting and shall be full members of the Organization. Their tenure of office shall be five (5) years from the date of appointment. A Trustee may be reappointed but not for more than (2) two terms.
- 13.3 The property of the Organization shall be vested in the Trustees who shall have the powers and duties defined in the laws of Tanzania.
- 13.4 The Executive Committee reserves the power to suspend any Trustee on healthy ground or for misconduct, incompetence or otherwise and refer the matter to the General Council for a final decision.
- 13.5 The quorum of Trustees shall be two (2). In case of death or incapacity of any Trustees, the Annual General Meeting shall appoint another Trustee.
- 13.6 Any Trustee may resign by giving a (30) thirty days notice in writing to the Board of Trustees copied to the Secretary of the Organization.
- 13.7 The Organization shall have a common seal bearing the name registered trustees of SHIKOME ORGANIZATION GROUP. The seal of the organization shall affixed by the majority of the resolution of the Executive Committee in the presence of at least two (2) Trustees.

ARTICLE 14: AUDITOR

- 14.1 The Executive Committee shall nominate and the General Meeting shall appoint an Independent auditor who shall audit the accounts of the Organization annually and be at any other time the Executive Committee determines.
- 14.2 All reports of the auditor shall be submitted to the General Council annually.
- 14.3 The books of accounts of the Organization's registered office shall be open to any fully pay up members of the organization.

ARTICLE 15: AMENDMENT OF CONSTITUTION

15.1 Any article of the constitution or part there of may be amended or repealed and any new article may be added by the Annual or special General Meeting provided that such changes shall require the approval of two third of those present and entitled to vote.

ARTICLE 16: RULES

Subject to the provisions of this Constitution the Executive Committee may make such regulations and rules as may be necessary for the promotion of the objective and the regulations of the affair to the Organization; the rules of the Organization shall, when approved by the General Council be binding on all members of the organization.

ARTICLE 17: DISSOLUTION

A motion to dissolve the organization shall be binding if passed by a majority of not less than three quarters of the members attending the General Meeting provided that such motion shall be communicated to the Secretary in writing (30) thirty days before the date of the meeting and shall set out in the agenda.

ARTICLE 18: DISPOSAL OF ASSETS:

If the Organization shall be would up the liquidator may, with the sanction of an extraordinary Resolution of the Organization and any other section required by the Ordinance, divide amongst the members in special or kind the whole or any part of the assists of the Organization and may for such value as she/he deems fair upon any property to deviled as aforesaid and may determine how such division shall be carried out as between the members of different classes. The liquidator may, with the like sanction shall think fit, so that no member shall be compelled to accept any shares or other securities whereon there is any liability.

ARTICLE 19: DURATION OF LIADERSHIP

The leaders of the Organization will hold the office for (3) three years term but may be re-elected.

ARTICLE 20: INTERPRETATION

In this constitution:

“Organization” means SHIKOME ORGANIZATION GROUP established under above.

“Government” means the Government of the United Republic of Tanzania

“Tanzania” means the United Republic of Tanzania

“STD’s” means Sexual Transmitted Diseases.

“AIDS” means Acquired Immune Deficiency Syndrome

“HIV” means Human Immunity Virus.

ARTICLE 21: MISCELLANEOUS:

21.1 The objectives of the Organization shall not be carried out for the profit of members and no part of the income or assets of the Organization shall be used for the benefit of any member or of size of the Organization provided, that re-numeration to officers, employees or consultants shall not be considered to be a profit for the purposes of this article.

21.2 The Organization shall be non-political and non-profit making.

21.3 The official language of the Organization shall be Kiswahili and English