



CONSTITUTION AND CHARTER OF CAMEROON ASSOCIATION OF ACTIVE YOUTHS (CAMAAY Cameroon)

CAMAAY Cameroon is a non-political, non-religious, non-profit association. CAMAAY Cameroon envisions a society wherein every individual has the opportunity to grow and contribute to the socioeconomic development of the community. We endeavour to achieve our goals through activities that promote sustainable community development in Cameroon. These activities involve strong participation from local community members with the guidance and valuable assistance of CAMAAY and its volunteers.

With the consideration that:

- 1) Agriculture is the backbone of our economy.
 - 2) Agriculture is top among our efforts in the fight against poverty, which is a global challenge
 - 3) 80% of our people still live in rural areas and solely depend on agriculture for survival.
 - 4) Our environment is and will remain the only natural habitation for humanity and if care is not taken mankind will be eliminated from his environment.
 - 5) Health is the basic requirement for a productive and progressive community and can only be achieved through what people eat, the environment in which they live and mental well-being.
- We believe these principles remain the key requirements for any positive change with respect to agriculture and environment.

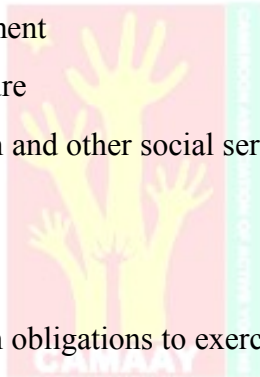
Our Mission

Our Vision

We hope for a society where all vulnerable, marginalized and deprived children and youths live to their full potentials and their rights and aspirations are fulfilled.

OUR OBJECTIVES

- To help the underprivileged (e.g. orphan children, youth, families without resources) receive an education, job training and small business development and health and nutritional assistance
- To enhance crop and livestock production and productivity
- To enhance environmentally friendly practices in communities through tourism development
- To improve community health
- To promote information technology outreach in communities
- To mitigate poverty through socioeconomic empowerment of marginalized groups with women as one of the focus groups
- To use sports as a tool for development
- To improve community infrastructure
- To improve the quality of education and other social services



Our Core Values

- Expression of the humanitarian obligations to exercise charity and to promote social justice
- Development as an empowerment process focusing on people's participation and the creation of autonomous groups and individuals
- Commitment to non-authoritarian structures and to democratic decision-making processes within the organization
- Work to eliminate rural poverty by providing direct assistance of any nature to community stakeholders
- Youth and child participation as a prerequisite for sustainable development

EVERY MEMBER OF CAMAAY MUST ABIDE BY THE FOLLOWING PRINCIPLES:

1. The quality of members in CAMAAY Cameroon and their responsibility is more of obligation and sacrifice
2. The quality of membership in CAMAAY Cameroon and his/her access to the post of responsibilities as determined by his/her character and attitude in the association and active participation in the activities of the association

3. CAMAAY Cameroon membership and leadership is based on merit and is measured in strict respect to the terms of this charter at every level of the organization.
4. The prime measure of satisfaction and success for CAMAAY Cameroon is in the positive community changes brought about by our actions.

Charter adopted by the general assembly of CAMAAY CAMEROON in their second ordinary session on the 10 /01 / 2005.

CAMEROON ASSOCIATION OF ACTIVE YOUTHS – PREAMBLE

We, the members of the members of Cameroon Association of Active Youths (CAMAAY Cameroon), a non-profit association, commit ourselves to work in the interest of humanity without distinction as to race, sex or religious background with due respect to the law. We pledge to work closely with other associations, foreign representatives/institutions, NGOs and the Cameroon Government in promoting the principles and practices of quality agriculture, education, health care, sports, social well-being and environmental protection.

We agree to join forces in the attainment of the United Nations objective in making the world a better place in which to live, with sufficient food and conducive environments. We therefore commit ourselves to achieving our objectives through our activities and the implementation of policies consistent with our objectives. We agree to work with respect to the laws governing the functioning of associations.

SECTION 1: NAME

The name of the Association shall be CAMEROON ASSOCIATION OF ACTIVE YOUTHS abbreviated (CAMAAY Cameroon) created by the members under provision of Law N^o 90 / 053 of 19 December, 1990, and Law No 99 / 014 of 22 December, 1999, to govern associations and non-governmental organizations in Cameroon.

SECTION 2: HEAD OFFICE

The head office of the association shall be located in Oku. Northwest Region and can be

transferred out of Oku upon the decision of the executive bureau. However, local regional branches may be created when the need arises.

SECTION 3: AREA OF OPERATION

CAMAAY CAMEROON activities would cover the whole of Cameroon and beyond. Its would also collaborate with other international organizations, universities, individuals, corporations and CAMAAY branches in other countries.

SECTION 4: STATEMENT OF PURPOSE.

The purpose of CAMAAY Cameroon envisions a society wherein every individual has the opportunity to grow and contribute to the socio-economic development of the community. We endeavour to achieve our goals through activities that promote sustainable development of the community in Cameroon. These activities involve strong participation from local community members with the guidance and valuable assistance of CAMAAY and its volunteers.

SECTION 5: OBJECTIVES

- ❖ To help the underprivileged (e.g. orphan children, youth, families without resources) receive an education, job training and small business development and health and nutritional assistance
- ❖ To enhance crop and livestock production and productivity
- ❖ To enhance environmentally friendly practices in communities through tourism development
- ❖ To improve on the health condition of community members
- ❖ To promote information technology outreach in communities
- ❖ To mitigate poverty through socio-economic empowerment of marginalized groups with women as one of the focus groups
- ❖ To use sports as a tool for development
- ❖ To improve the different infrastructures that exist in the community
- ❖ To improve the quality of education and other social services

SECTION 6: ADMINSTRATIVE STRUCTURE

The administrative structure shall be composed of an executive bureau and general assembly made

up of twenty-five members of the executive bureau made up of 25 members and general assembly
It shall be comprised of five members

ELECTED MEMBERS: the elected members of the executive bureau shall be:

The General Coordinator

The Permanent Secretary

APPOINTED MEMBERS.

Finance and Administrative Officer

Volunteer and Project Coordinator

Capacity-Building and Women's Empowerment Officer

SECTION 7: FUNCTION OF THE EXECUTIVE BUREAU

1. GENERAL COORDINATOR

The General Coordinator shall be an individual elected by the members of the association for a term of office of five (5) years. He/she shall be eligible for re-election. He/she shall ensure the sustainability and realization of the association's projects and objectives. He/she shall be responsible for coordinating the activities of the association and represent it wherever or whenever necessary. When necessary he/she shall delegate his/her power to the public relations officer.

If the office of the General Coordinator becomes vacant as a result of death, resignation, physical incapacity or through a vote of no confidence by the General Assembly the Secretary General shall automatically act as an interim General Coordinator for not more than fifteen (15) days until a new General Coordinator is elected.

2. PERMENENT SECRETARY

He/she shall closely assist the General Coordinator in the running of the association and may also carry out functions delegated to him/her by the president. He/she shall also be responsible for the keeping of the official documents of the association and relevant information. He/she shall be elected for a term of office of five (5) years and shall be eligible for re-election.

When the office of the Permanent Secretary becomes vacant as a result of death, resignation, physical incapacity or through a vote of no confidence by the General Assembly the Secretary General shall, upon request from the General Assembly, appoint an interim Permanent Secretary for not more than fifteen (15) days until a new Permanent Secretary is elected.

3. FINANCE AND ADMINISTRATIVE OFFICER

He/she shall be responsible for the keeping of the balance records of the association's expenses and shall also carry out all financial transactions related to the association with a triplicate signature of the General Coordinator and the Permanent Secretary. He/she shall be elected for a term of office of two (2) years and shall be eligible for re-election.

When the office of the Finance and Administrative Officer becomes vacant as a result of death, resignation and physical incapability or through vote of no confidence the President shall, upon request from the General Assembly, appoint an interim Finance and Administrative Officer for not more than two (2) weeks (14 days) until a new Finance and Administrative Officer is elected.

5. VOLUNTEER AND PROJECT COORDINATOR:

The Volunteer and Project Coordinator shall ensure the proper execution of all projects set forth by the association. He/she shall present the project reports to the General Assembly during their ordinary session for clarification purposes.

Where the office of the Volunteer and Project Coordinator become vacant as a result of death, resignation, physical incapacity or through a vote of none confidence the President shall, upon request from the General Assembly, appoint an interim Volunteer and Project Coordinator for the term of office not more than two (2) weeks (14 days) until a new Volunteer and Project Coordinator is elected.

5. PUBLIC RELATION OFFICER

He/she shall be responsible for the sensitization of the public to the association's objectives and activities; he/she shall be responsible for the circulation of the association's circular. He/she shall represent the association wherever needed upon request of the General Coordinator, who shall delegate his/her power to him/her. He/she shall be appointed by the general of the association.

6. ADVISER:

He/she shall be responsible for the general advice and functionality of projects set forth by the association.

7. TECHNICAL ADVISER:

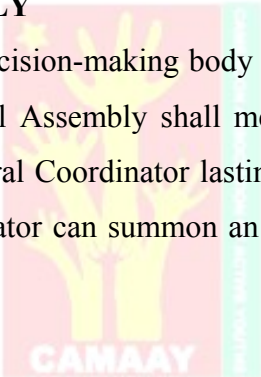
He/she shall provide technical guidance for the association's projects and plans.

8. THE LEGAL ADVISER:

He/she shall provide legal assistance for the smooth running of the association. He/she shall be appointed by the President.

SECTION 8: GENERAL ASSEMBLY

The General Assembly shall be the decision-making body of the association. It shall be composed of fifteen (15) members. The General Assembly shall meet every three (3) months in ordinary session upon convention by the General Coordinator lasting for not more than two (2) weeks (14 days). However, the General Coordinator can summon an extra session of the General Assembly or 2/3 of its members.



SECTION 9: MEMBERSHIP

The association is composed of members, individuals and/or institutional persons interested in its purpose /objective.

SECTION 10: FOUNDING MEMBERS AND RESOURCE PERSONS

Founding members and resource persons oversee the smooth functioning of the association and make major decisions and policies.

SECTION 11: ACTIVE MEMBERS

To be an active member the following conditions must be fulfilled:

- Members may be a person or institution showing particular interest in CAMAAY Cameroon and who personally may enlighten its objective and contribute to its purpose and objectives as defined in sections 3 and 4 of this article
- Members may participate when necessary and at anytime in the activities of CAMAAY

Cameroon and must pay membership and subscription fees of 100,000 CFA.

- Members will contribute amounts determined by the General Assembly depending on the needs of the project(s) in hand.

SECTION 12: SYMPATHISING MEMBER

A sympathizing member is any physical person or institutions recognizing the efforts of CAMAAY Cameroon and who cannot for any reason satisfy the conditions to be accepted as an active member. A sympathizing member must be of high moral and ethical standards capable of influencing the lives of others toward the objectives set forth in this article.

SECTION 13: MEMBERSHIP TERMINATION

Membership may be terminated under any of the following conditions:

- By resignation, death or any physical incapability
- Upon identification in fraud or theft
- By expulsion pronounced by the executive bureau for the disrespect of the present articles of association or any other serious reason.

The concerned member shall beforehand be invited to give explanation to the general assembly.

SECTION 14: RESOURCES

13.1. FINANCES

13.2. Resources shall come from:

Member registration fees

Compulsory annual contribution

Grants

Donations

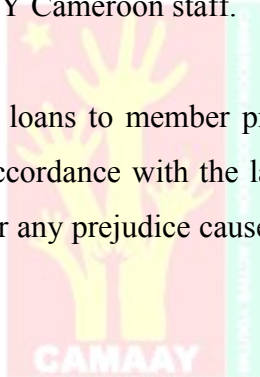
14.2.1. PRESENTATION OF FUNDS

CAMAAY Cameroon's funds shall be deposited in a good bank account opened for that purpose. Signatories shall be three (3) authorized members and at least two (2) minimum signatories are required to withdraw money. To be valid, any authorization for withdrawal must be co-signed by the General Coordinator and one of the other two signatories.

14.2.2. MANAGEMENT OF FUNDS

Receipts, property and other possessions of CAMAAY Cameroon shall be used solely for the pursuit of its objectives as stipulated in article 2.1 of the present Articles of the Association and may not be transferred directly or indirectly in the form of individuals, premiums, bonuses or other advantages for the benefit of CAMAAY Cameroon staff.

CAMAAY Cameroon shall not grant loans to member promoters. However, it may compensate salaried promoters or employees in accordance with the labour regulations in force, and with the general rules of civil responsibility, for any prejudice caused or brought about through the exercise of their duties.



14.3. Accounts

The management board shall ensure three (3) accounts are kept of:

- a) The sum of money received and expended by CAMAAY Cameroon and the matter in which such receipts and expenditure take place and
- b) The assets and liabilities of CAMAAY Cameroon.
- c) This account may be considered satisfactory only if the books and other account documents are kept in a way as to present a clear table of transactions and to reflect objectively the state of affairs of CAMAAY Cameroon.
- d) The accounts shall be kept in the CAMAAY Cameroon office or at such place(s) as the management board thinks fit; and shall always be opened to the inspection of the management board members. The General Coordinator and the financial manager shall establish a semi-annual report on target activities within CAMAAY Cameroon's objectives for on-going projects. This report shall be presented to the management board by the general coordinator.

A balance sheet/financial statement shall be handed to the management board at least two (2) weeks before the meeting, which will be presented to the General Assembly accompanied by a report from the board as to the state of CAMAAY Cameroon's affairs and the amount that they propose to carry to the reserve fund.

CAMAAY Cameroon's financial year shall run from 1 January to 31 December (12 months).

14.4 AUDIT

14.4.1 Internal Audit

An internal audit committee shall be constituted. It shall be made up of three (3) persons—the auditor, the financial manager and one other competent person appointed from the General Assembly.

Their functions shall be:

- To propose to the management board an auditor in view of an external auditing of CAMAAY Cameroon and to collaborate with them in the realization of its task
- To control at any moment the financial and material management of CAMAAY Cameroon
- To examine subvention agreements with financial institutions
- To advise the management board on all matters relating to CAMAAY Cameroon's financial and material resources

Refusal by any officer-in-charge to make available to internal audit committee necessary documents for the accomplishment of its mission shall constitute a presumption of malpractice and liable to legal redress.

14.4.2 External Audit

Independent external auditors shall be appointed by the management board through tenders to control funds managed by CAMAAY Cameroon. Any report of the auditor shall be submitted to the board for discussion and approval.

14.5 EQUIPMENT

Any equipment acquired or donated to facilitate the activities of CAMAAY Cameroon and assigned to individuals working for RUDEC Cameroon must:

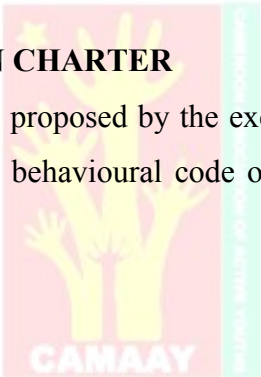
- a) At all times remain the property of CAMAAY Cameroon even after the completion of the assignment
- b) Only be employed by the furtherance of the objectives of RUDEC Cameroon
- c) All RUDEC Cameroon equipment acquired or donated must be registered, labelled and the source indicated. The financial manager shall keep a list of this equipment.
- d) Acquisition, exchange and alienation of property necessary for the fulfilment of the objectives of CAMAAY Cameroon as per the constitution of mortgage of the management board should be submitted to the General Assembly.

SECTION 15: THE ASSOCIATION CHARTER

The charter of the association shall be proposed by the executive committee and approved by the General Assembly. It shall define the behavioural code of members and officials as well as the element of value to the association.

SECTION 16: INTERNAL RULE

An internal rule shall be proposed by the executive committee and approved by the General Assembly. These rules shall set forth and different points approved in the article of association and made explicit to those provided.



SECTION 17: AMENDMENT TO THE CONSTITUTION

The amendment of this constitution may be proposed by the President or 2/3 of the General Assembly meeting in an ordinary session.

SECTION 18: LIFE SPAN OF ASSOCIATION

The association shall be of unlimited lifespan. However, if the association is dissolved all its funds and assets shall not be the possession of any individual or group of members but shall be relinquished to other organizations and services with similar objectives and activities.

SECTION 19: DISSOLUTION OF ASSOCIATION

If this association is dissolved, all of its properties would be shared with any association of similar objectives with CAMAAY Cameroon. If its properties could not be transferred it may be sold and given to other charities of good faith.

SECTION 20: CAMAAY CAMEROON MOTO

The motto of CAMAAY CAMEROON is: Five fingers opened to the world. This will be the guiding principle in all that we do in all communities.

DONE ON THIS DAY 21st July 2005

