**THE CONSTITUTION**

**OF THE**

**AFRICAN RELIEF IN ACTION**

**“ARIA – INTERNATIONAL”**

 **2012**

**TABLE OF CONTENTS**

**THE CONSTITUTION OF THE AFRICAN RELIEF IN ACTION**

**“ARIA – INTERNATIONAL”**

**PREAMBLE**

**ARTICLE 1 - NAME**

**ARTICLE 2 - MOTTO**

**ARTICLE 3 - THE 501 (C) 3 LANGUAGE**

**ARTICLE 4 - AIMS AND OBJECTIVES**

**ARTICLE 5 - HISTORY OF THE ORGANIZATION**

**ARTICLE 6 - ACTIVITIES**

**ARTICLE 7 - INTENSION**

**ARTICLE 8 - TARGET GROUP**

**ARTICLE 9 - MEMBERSHIP**

**ARTICLE 10 - ORGANS OF THE ORGANIZATION**

**ARTICLE 11 - COMPOSITION OF VARIOUS ORGANS**

**ARTICLE 12 - FUNCTIONS OF OFFICERS**

**ARTICLE 13 - FINANCES**

**ARTICLE 14 - EXECUTIVE DIRECTORS**

**ARTICLE 15 - THE BOARD OF DIRECTORS**

**ARTICLE 16 - DISCIPLINARY COMMITTEE**

**ARTICLE 17 - ADVISORY COMMITTEE**

**ARTICLE 18 - GENERAL BODY**

**ARTICLE 19 - DISCIPLINE OF MEMBERS**

**ARTICLE 20 - PUNISHMENT**

**ARTICLE 21 - MICELLANEOUS**

**ARTICLE 22 - DISSOLUTION**

**QUORUM**

**THE CONSTITUTION OF AFRICAN RELIEF IN ACTION**

 **“ARIA INTERNATIONAL”**

**PREAMBLE**

The wars in the West African Mano River Union States of Sierra Leone, Liberia, and Guinea have lasted for over a decade and have brought untold suffering to the people in the entire sub-region in general and to each of these countries in particular. This unfortunate situation has been characterized by an unprecedented massive displacement of the population – killing, maiming, raping, looting, destruction of properties and force conscription into the army and rebel movements as child-fighters, leading to the inevitable separation of most children from their parents, while others lost their parents for good.

Today, most of them could be seen hopelessly roaming about the street and corners of the city in Conakry, fully engaged in miserable socio-economic institutions of prostitution, drugs-addiction, hooliganism, banditry, pick-pocketing etc. as means to an end. Essentially, quite a good number of the student in schools has no convenient dwelling place, let alone any good food to eat. Most foster parents are only keeping them in their home for semi-slavery, performing all kinds of odd and tedious jobs for them and subjected to various forms of degradations. Those not going to school of course seem to be the worst as they are principal bread-winners for their foster families-selling assorted items in the streets using the push-carts and transporting heavy loads on their heads for hours unend each day for survival. Those who do not have foster parents invariably sleep in market squares and uncompleted buildings. In short, child labor and exploitation and thus, child abuse have become the order of the day, making children more vulnerable than ever.

We, the members of this humanitarian organization, conscious of the many catastrophic events that has afflicted the human race with particular reference to Africa; and aware of the limited means available in Africa for the amelioration of these disasters; conscious also that countless numbers of these refugees/displaced have been forced to leave their traditional habitats and migrated to unfamiliar and sometimes foreign and inhospitable countries in search of peace, security, food, clothing and shelter consequently encountering tremendous difficulties. And we the members of this organization; determined help, hereby commit ourselves under the umbrella of the African Relief In Action (Aria - International) to undertake the rehabilitation of the victims of war and other catastrophes. To embrace the destitute, care for the orphans, provide for the hungry and needy, cloth the naked and assist the lame and direct the blind to a more re-assuring and dependable future.

And whereas we here assembled has decided to write this sacred document to be our constitution, to govern the conduct of our organization; do hereby declare as follows:

**ARTICLE 1. NAME**

The organization shall be called and henceforth be known asAfrican Relief In Action “Aria - International” in short.

**ARTICLE 2. MOTTO**

The motto shall be known as “Service for the Needy.”

**ARTICLE 3. THE 501 (C) 3 LANGUAGE**

Articles of Incorporation of ARIA INTERNATIONAL. The undersigned, a majority of whom are citizens of the United States, desiring to form a Non-Profit Corporation under the Non-Profit Corporation Law of organization, do hereby certify:

First: The name of the Corporation shall be ARIA INTERNATIONAL.

Second: The place in this state where the principal office of the Corporation is to be located is the City of Houston, Harris County.

Third: Said corporation is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

Fourth: The names and addresses of the persons who are the initial trustees of the corporation are as follows:

Name **Joseph F. Sankoh** - 8603 Stubbs Dr. Houston, TX 77083

 **Raymond B. Kamara** - 9888 United Dr. Houston, TX 77036

Fifth: No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article Third hereof. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

(If reference to federal law in articles of incorporation imposes a limitation that is invalid in your state, you may wish to substitute the following for the last sentence of the preceding paragraph:

"Notwithstanding any other provision of these articles, this corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this corporation.")

Sixth: Upon the dissolution of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

**ARTICLE 4. AIMS AND OBJECTIVES**

In accordance with the fundamental principles of the United Nations Organization and international conventions, calls for greater and improved protection of the basic rights of the vulnerable, especially women and children. To campaign to prevent the exploitation, trafficking and sale of women and children both within societies and internationally, as outlined in numerous United Nations conventions including the convention on the Right of the Child. An increase in the number of people who are live free from fear and discrimination, especially those who are currently oppressed or marginalized due to their gender, ethnicity, indigenous status or cultural identity.

1. To embrace the world’s forsaken children
2. To provide for the hungry and needy.
3. To assist the lame and cloth the naked.
4. To direct the blind to a more-assuring and dependable hopeful future.
5. To help provide basic education, medical facilities and training skills for orphans and unaccompanied minors.
6. To rehabilitate children through counseling and other social services in the area of food, clothing, and housing.
7. To accommodate them in one place for easier assessment and assistance by other interested organization.
8. To advocate for and process the integration, rehabilitation and resettlement programs of refugees and Internally Displace Persons (I.D.P).
9. To facilitate the provision of skill training and human resource development programs geared towards self-reliance for the targeted beneficiaries.
10. To provide guidance-counseling facilities or services on trauma-healing, peace and conflict management/resolutions through workshops, seminars, symposia, panel discussions etc. for the victims of violence, torture and war in war-torn countries.
11. To provide guidance on how to fight poverty.
12. To increase in the number of people who have access to social services and sustainable livelihood.

**CLAUSE 2**

In addition to the above, to provide a common forum for enlightenment of our community by organizing periodical symposiums, literary and agricultural workshops and seminars to further ensure and strengthen co-habitation while learning from one another.

**WAR AND REFUGEES**

To assist those people who are from conflict and disaster areas. To promote the fair and humanitarian treatment of refugees, as outlined in the Universal Declaration of Human Rights and the 1951 Convention relating to the Status of Refugees, emphasizing the need to protect and support refugees in their temporary countries of residence and to enable them to return to their homelands as speedily and easily as possible.

To call upon host countries to do all in their power to facilitate the rights of refugees to family life, freedom of expression, religion; and the freedoms of association and travel within and beyond their countries of temporary residence. To support and demand the universal application of the 1951 Convention on Human Rights, insisting on the need to reunite and regroup refugees, as well as the need to preserve the civilian and humanitarian character of refugee camps and their attendant facilities a declared in 1967 by the UNHCR’s Executive Committee.

Seek to end the recruitment and training of children into militias and armies and calls for the increased protection of children and the elderly in areas of conflict. To call upon nations in dispute to supply accurate information as quickly as possible about civilians and combatants who are injured, missing or dead, so that families are aware of the status of their relations.

**PRISONERS**

To deplore and decry the abuse of basic human rights of prisoners, including the arbitrary punishment and torture of prisoners; their coercion to carry out forced labor; and the deprivations of basic food rations, medical treatment and adequate accommodation. To support prisoners in a collective action plans in the development, implementation and evaluation of social change initiatives through the provision of positive changes in their behaviors. To establish a significant exchange of learning, information and counseling relating to the issues that face prisoners and the actions they have taken for the positive and sustainable change locally, nationally and globally.

**YOUTH PARTICIPATION**

To actively promote the right of young men and women to meaningful participation in the decision making processes that affect their lives. ARIA – International empowers individuals to participate in policy development and decision making at all levels. To develop programs that will inspire, empower and grow the next generation of young leaders around the globe. Aria – International will help women by training and empowering them to have shills and also developing their businesses.

**EDUCATION**

To organize public lectures and seminars, workshop or training program on matters of built environment and infrastructural importance. Involve university students, as appropriate, empowering them to take active role in the social activities and projects which enable students to learn about the application of sustainable solutions to the problems of the developing world. Participate and actively engage in civic activities like spreading environmental awareness, protecting natural habitats, helping in community development. To build schools in rural villages to educate orphans.

**HEALTH SECTOR**

To provide medical equipment and training skills to local hospital staff. To provide primary health care on immunization, clean waters, sanitation, training workers on HIV/AIDS educational awareness and prevention. To help fight eradicate malaria especially in Africa.

**ARTICLE 5. HISTORY OF THE ORGANISATION**

It all started on Monday 24th July, 1995 when a group of refugees together with some Guineans, seeing the deplorable condition of vulnerable refugees especially the handicaps, young children, widows and aged, moving up and down the streets of Gueckedou without any proper attention and care, decided to form a committee in order to register, assess and seek assistance for these vulnerable/traumatize victims. The committee was comprised of the following members:

1. Mr. Alfred B. Sankoh - Chairman

2. Alhaji M.S. Kargbo - Secretary

3. Mr. Joseph F. Sankoh - Coordinator/Founder

4. Mr. Abdul Webb - Member

5. Rev. Mory M. Kargbo - Member

6. Mr. Sultane Barry - Member

7. Mrs. Eugenia C.T. Sankoh - Member

8. Hadja M’balou Kaba - Member

The group began registration and identification of vulnerable in Gueckedou and later at the Farmoriah refugee camp. The Coordinator/Founder Mr. Joseph F. Sankoh became affiliated with individuals and international organization in Conakry. During the many contact with personalities in Conakry, Mr. Sankoh decided to register the committee at the Ministry on Internal Security. Thus, the committee was later transformed into an organization known as the African Relief In Action (Aria – International), with an agreement accredited by the Ministry of Internal Security in Conakry, Republic of Guinea, in West Africa. The administrative structure of the organization later comprised of the following:

1. Mr. Joseph F. Sankoh - President

2. Mr. Alan P. Conteh - Vice President

3. Mr. Brima S. Bangura - Secretary General

4. Mr. Sultane Barry - International Director

5. Rev. Mory M. Kargbo - Treasurer

6. Hadja M’balou Kaba - Financial Director

7. Mr. Alfred B. Sankoh - Project Director

8. Mrs. Eugenia C.T. Sankoh - Health Director

**ARTICLE 6. ACTIVITIES**

The organization has identified specific areas of interest and concerns which we find indispensable to the progress of the organization:

1. Human relations
2. Trauma counseling and healing
3. Youth training projects
4. Workshops on Gender
5. The many need of amputees
6. Micro projects
7. Repatriation and resettlement of Refugees
8. Orphanage
9. Community Awareness
10. Distribution of food and nonfood items

**ARTICLE 7. INTENSION**

In view of the aims and objectives of the organization, **“**Aria - International**”** intends to establish an orphanage, School, and Medical Centers, recreational facilities, seeking for scholarships and other relief serviced for the children, for most of them have not been able to secure the needed assistance due to the following reasons:

1. Vulnerability to reach the nearest counseling Office
2. They lack basic skills to be self-reliant.
3. They are always on the street begging.
4. They lack moveable aids (crutches and Wheelchairs).
5. They lack capital for better housing
6. They are not properly visited at home or camps for assessment and counseling purposes.
7. They are partly naked and are without clothing.
8. No proper accommodation.
9. They lack primary education
10. No proper medical facilities

**ARTICLE 8. TARGET AUDIENCE**

The target audiences for these activities are the vulnerable refugees in the following categories:

1. Handicaps including the lepers, Blind, Mute, Deaf, amputees (Legs and Arms), paralyzed, mental sickness and other infirmities.
2. They are (70 years and above).
3. Widows and unaccompanied women with children.
4. Orphans and unaccompanied minors.
5. The poor and needy.

**ARTICLE 9. MEMBERSHIP**

Membership to the organization shall be indiscriminate of person, color or creed, but open to all Nationals, Humanitarian and Philanthropists of all nations who believe in equality before God, respect for human dignity, peace and normal accepted codes of morality and conduct based on the ethics and principles of a civilized and orderly society. Such members shall be willing or expected to contribute to the socio-economic advancement of the organization.

**ARTICLE 10. ORGANS OF THE ORGANISATION**

The organization shall be composed of five (5) main bodies:

1. The Board of Directors (The Directory)
2. The Executive Committee
3. The Disciplinary Committee
4. The Advisory Committee
5. The General Body

**ARTICLE 11. COMPOSITION OF VARIOU ORGANS**

1. **THE BOARD OF DIRECTORS**

The Board of Directors shall comprise of the following members:

1. President/CEO
2. Executive Assistant
3. Head of Missions
4. Chief Adviser
5. Administrative Officer
6. Two (2) appointed member
7. **THE EXECUTIVE COMMITTEE**

The Executive Committee shall comprise of the following officers:

1. President/CEO
2. Executive Assistant
3. Administrative Officers
4. Director of Finance
5. International Executive Director
6. Financial Secretary
7. Regional Director
8. Director of Programs
9. Director of Development
10. Director of Projects
11. Director of Logistics/Distribution
12. Director of Health
13. Director of Education
14. Public Relation Officer (PRO)
15. Director of Women’s Empowerment Body (WEB)
16. Chief Auditor
17. Internal Auditor
18. Regional Coordinator
19. Head of Missions

**POWER AND FUNCTIONS**

The Executive Committee shall have the following powers and functions:

1. To develop way and means of raising fund of the organization
2. To engage in membership drive
3. To develop strategies for planning and development.
4. To supervise the general administration of the organization
5. To maintain discipline among all members of the organization.
6. **THE DISCIPLINARY COMMITTEE**

The Disciplinary Committee of three (3) members shall be appointed by the Board of Directors in each operational area of the organization.

**ARTICALE 12. FUNCTIONS OF THE OFFFICERS**

1. **PRESIDENT/CEO**
2. The President/CEO shall be the Chief Executive of the organization.
3. He shall preside over all meetings of the organization.
4. He shall recommend delegates and representatives to outside and local conference on the advice of the Executive Committee.
5. He shall have powers (by authority vested in him as Chief Executive), to uphold or suspend the result of any activity of interest to the organization which circumstance is doubtful.
6. Approves all appointments of officers of the organization.
7. He shall have powers of signatory to the organization’s Bank Account.
8. **EXECUTIVE ASSISTANT**
9. The Executive Assistant shall be the number two Chief Executive in the cabinet of the President/CEO.
10. He shall deputize the President/CEO in all functions in occasions to which he is invited to attend.
11. He shall be the officer authorize to act for and on behalf of the organization, within the sub-region.
12. He shall be a member of the Board of Directors and Head of Disciplinary Committee.
13. **ADMINISTRATIVE OFFICER**
14. The Administrative Officer shall be the administrative head of the organization.
15. Take or cause to be taken and keep, in the proper books, all minutes of meetings.
16. Shall recommend the appointment of official within the organization, subject to approval by the President/CEO.
17. Prepare the order of business of meetings of the relevant organs of the organization with the approval of the President/CEO.
18. Shall sit at all board and take down minutes as official secretary of the organization.
19. In the event of his dismissal, resignation or incapacitation, he shall immediately hand over to someone designated by the Board of Directors all records, files and other properties of the organization in his possession.
20. Shall have power of signatory of the organization’s bank account.
21. **DIRECTOR OF FINANCE**
22. Shall be the custodian of all funds and shall keep an accurate account of all monies belonging to and paid to him/her on account of the organization.
23. Shall notify the financial secretary of all payments and prepares a statement of expenditures.
24. Receive and give receipts for all monies paid to him in respect of donations or funds from whatever source or undertaking of the organization.
25. Pay all orders fully countersigned by the President/CEO on behalf of the organization.
26. Make prompt discharge of all monies received by paying same into savings or bank account of the organization.
27. Shall have power of signatory of the organization’s bank account.
28. **FINANCIAL SECRETARY**

 1. Shall head the Accounting Department and shall be responsible for all normal account duties including the preparation of periodical budgets for the approval of the Board of directors and ensure that proper accounting procedures are followed.

1. Ensure that only authorized expenditures are disbursed in accordance with the provisions of the constitution and the approved budget.
2. Present periodic statement of income and expenditure.
3. Compile and submit annual financial statement of the organization to the Board of Directors for onward transmission of the Auditors.
4. Receive and acknowledge receipts for all revenues or financial transactions of contributions, donations, funds, etc. from other sources or financial transactions of the organization.
5. Effect payment and honor financial obligations authorized/endorsed by the head of mission and ensure proper documentation.
6. Surrender all monies received to the Financial Director for safekeeping.
7. **INTERNATIONAL EXECUTIVE DIRECTORS (IED)**
8. These are Executive Directors appointed by the President/CEO, who shall solicit and act for and on behalf of the organization in the United States of America, European countries, and Africa.
9. They shall be the general overseers of programs in those States and European countries.
10. They shall be responsible to negotiate, direct and supervise all programs of interest in the organization’s determined areas.
11. Shall be one of the appointed members to the Board of Director.
12. **REGIONAL DIRECTOR**
13. The Regional Director shall direct all programs and activities within the region of the organization’s determined and operational areas.
14. He shall coordinate all functions to these Head of Missions in all States and Countries whereby the organization is operational.
15. He shall be the officer authorized to act for and on behalf of the organization, within its operational areas.
16. He shall be a member of the Board of Directors.

1. **DIRECTOR OF PROGRAMS**
2. He shall be the operational head of the entire program.
3. Responsible for coordinating and managing the relationship of the institution with corporations, foundations and individuals from who funds are sought for various programs and projects of the organization.
4. He shall be responsible to design short and long term program in the interest of the organization.
5. He ensures the implementation of programs.
6. He shall be the general overseer of the programs.

1. **DIRECTOR OF DEVELOPMENT**
2. Responsible for managing and coordinating fund-raising for institutional priorities. In this capacity, he or she works closely with senior managers in establishing private funding priorities and advises them on trends in the philanthropic world which affect organizational priorities.
3. Responsible for developing, in concert with each unit director, a sound development plan and set of procedures, to insure good working relationships between other Directors and that unit and to insure the efficient pursuit of private funding.
4. Must possess an understanding of current philanthropic and public relations interests of individuals, foundations or corporations, acquired through regular contact with those individuals and organizations.
5. Responsible for planning fund-raising strategy and for carrying out specific projects.
6. Maintains records of all past and current approaches to outside funding sources so as to avoid unnecessary and undesirable conflicts.
7. **PROJECT DIRECTOR**
8. He shall be responsible for all projects of the organization.
9. Shall work closely and directly with the Program Director for the implementation of projects of the organization.
10. Shall ensure the proper implementation of projects in the interest of the organization.
11. **DIRECTOR OF HEALTH**
12. The Director of Health shall be the officer authorized by the organization to negotiate and solicit for medicine and treatment of destitute children, orphans, refugees and displaced people.
13. Shall directly be responsible for the distribution of all donated, purchased or otherwise medicine to refugees and displace people on the organization’s determined area.
14. Shall supervise the general well-being of the refugees and recommend the hospitalizations of any affected persons.
15. Shall be the custodian of the health of the organization’s members.
16. **DIRECTOR OF LOGISTICS/DISTRIBUTION**

A range of business tasks is undertaken to support the smooth and efficient operation of supply chain processes, and typical work activities usually include:

1. Monitoring the quality, quantity, cost and efficiency of the movement and storage of goods.
2. Coordinating and controlling the order cycle and associated information systems.
3. Analyzing data to monitor performance and plan improvements and demand.
4. Allocating and managing staff resources according to changing needs.
5. Liaising and negotiating with beneficiaries and the organization.
6. Developing business by gaining new contracts, analyzing logistical problems and producing new solutions.
7. **DIRECTOR OF EDUCATION**
8. Shall be responsible for all educational programs of the organization.
9. Shall initiate, develop and supervise educational programs of the organization.
10. Shall be the embodiment of the educational programs of the organization.
11. **PUBLIC RELATIONS OFFICER (P. R. O)**

1. The Public Relations Officer (PRO) is the mouth-piece of the organization.
2. It is the job of the Public Relations Officer (PRO) to promote and defend the organization at all times but with consultation with the appropriate authority as directed by the constitution.
3. The Public Relations Officer (PRO) shall lobby for support, seeks cooperation and solicits partnership that impacts the organization’s growth.
4. The Public Relations Officer represents the organization’s image to the public.
5. The Public Relations Officer (PRO) writes reviews and publishes press releases and memos for and on behalf of the organization.
6. The Public Relations Officer (PRO) develop and participate in fundraising either through marketing of the organization’s products or merely engage the public in events that appeal for support of the organization.
7. **DIRECTOR OF WOMEN EMPOWERMENT BODY (WEB)**
8. Shall head the Aria’s Women Empowerment Body (WEB)
9. Shall participate and represents the body at all executive meetings.
10. Shall present projects, make recommendations and offer new initiatives for consideration by the Board of Directors.
11. Shall identifies and develop projects that seek the interest of women in consultation of the Directors of Programs and/or Development or anybody informed with the skills and professional ability to carry out such work.
12. Shall appoint members of the committee and recommend members to the Board of Directors for appointment.
13. Shall serve as the connecting point between the Executive and WEB members.
14. Shall represent WEB at all meetings, conferences, forums and training at all levels, and can appoint representation to attend on her behalf if unable to attend.
15. **CHIEF AUDITOR**

The Chief Auditor is the general and the officer authorized to audit the Financial Director, Financial Secretary and other activities pertaining to financial aspect of the organization. He shall therefore be expected to report his findings and recommendation to the executive at least once, at the end of every three months.

1. **INTERNAL AUDITOR**

There shall be an Internal Auditor of the organization who shall not be a member of any of the executive organs of the organization. The internal auditor of the organization shall:

1. Audit the accounts of the organization and make a comprehensive written report of his finding directly to the Chief Auditor
2. Have access to all books and accounts of the relevant committees of the organization.
3. Examine every balance sheet and annual returns, receipts and expenditures and shall either sign the book of account as found to be correct in accordance with the law or specifically include in his report whatever he discovers to be incorrect or not in accordance with the law.
4. **REGIONAL COORDINATOR**
5. Shall be the officer directly responsible for the coordination of programs within the regions and report directly to the Regional Director.
6. Shall be the Public Relation Officer within the sub-region and liaison officer between the Head of Missions in these sub-regions.
7. Shall be responsible to negotiate, direct and supervise all transportation for the organization at all times.
8. **HEAD OF MISSIONS**
9. They shall be Executive Officers appointed by the Board of Directors; to represent and head offices in operational countries where the organization has been registered.
10. They shall be the officers authorized to act for and on behalf of the organization in these countries, and shall be responsible or approves all appointments of officials in the country.
11. They shall work in hand with the Regional Coordinator who shall report directly to the Regional Director.

**ARTICLE 13. FINANCE**

**1. SOURCE**

1. Registration fees paid by every member of the organization.
2. Voluntary donations made by members, other persons and organizations.
3. Fund raising activities undertaken by the organization.

**2. CUSTODY**

1. All monies of the organization shall be kept as specified under the functions of the Director of Finance or Financial Secretary outline in this constitution.
2. The organization shall maintain Bank Account at all levels.
3. All withdrawals shall receive the prior approval of the President/CEO, Administrative Officer and Director of Finance of the organization.

**3. REGULATION OF FUNDS**

The financial year of the organization shall commence on January 1st, and end on December 31st, each year.

**ARTICLE 14. THE EXECUTIVE DIRECTORS**

To fully appraise and realize the aims and objectives of the original thoughts that led to the formation of the organization, the President/CEO shall appoint the Executive Assistant and Administrative Officer who shall enjoy a five (5) years term of office, to supervise the entire organization. He shall appoint and dismiss Head of Missions to each of the operational countries and who together with all other executive officers shall enjoy a four (4) years term of office; i.e. during good behavior, hard work, dedication on duty and sincerity to the cause of the organization. The Executive Directors shall be the policy decision making body, the solicitors of funds, the guardians and protectors of the organization.

**ARTICLE 15. THE BOARD OF DIRECTORS**

The Board of Directors shall make laws and formulate new ideas from piece of advice from the different branches of the organization. They shall have powers to appoint, dismiss, direct, approve delegate any official and the activities of the organization.

**ARTICLE 16. DISCIPLINARY COMMITTEE**

The Disciplinary Committee shall be the body delegated with authority to investigate mal-practices, prosecute and penalize, settle disputes among members within the organization. They shall conduct their activities in conjunction with the rules and regulations of the organization, subject to approval by the Board of Directors.

**ARTICLE 17. ADVISORY COMMITTEE**

The Advisory Committee shall advise the President/CEO and the Executive Committee and assist in the resolution of problems affecting the smooth running of the various organs of the organization. The Advisory Committee is a purely advisory body, but can make recommendations for consideration by the Board of Directors.

**ARTICLE 18. GENERAL BODY**

The General Body comprise of members whom have officially applied to the organization through the Administrative Officer and have received approbation. Such members shall have the right to make suggestions in matters of importance to the organization.

**ARTICLE 19. DISCIPLINE MEMBERS**

Base on hierarchy, the Board of Directors or Disciplinary Committee of the organization shall exercise disciplinary action on defaulting members. Any member of the organization who is alleged to have done any of the following shall be liable to be punished if found guilty by the appropriate Board of Director.

1. Anti-organization activities or conducting himself in a manner, which is likely to embarrass members or bring the organization into hatred, contempt, ridicule or disrepute in whatever manner.

2. Disobedience or negligence in carrying out lawful directives, of the Board of Directors or Executives of the organization.

 3. Flouting the rules of the organization.

1. Engaging in dishonest practice and defrauding the organization.
2. Continuously being absent from work of meeting without any reasonable excuse.
3. Carrying out anti-organization propaganda or activities which would tend to disrupt the peaceful, lawful and efficient smooth running of the organization or which activities are inconsistent with the achievement of the aim and objectives of the organization.

**ARTICLE 20. PUNISHMENT**

Punishment may be imposed by the Board of Directors as a disciplinary measure against any of its members and the gravity of punishment shall depend upon the seriousness and circumstances of each case. Punishment to be imposed may take the form of:

1. Expulsion from the organization.
2. Suspension from the organization for a specified period.
3. Removal from office.
4. Debarring from holding office.

**ARTICLE 21. MICELLANNEOUS**

1. It is the duty of the President/CEO and the Executive to defend and enforce all rules and standing orders of the organization.
2. The President/CEO on advice of the Board of Directors shall set up other sub-committee to carry out other special and report to the organization as soon such duties are completed.
3. Whereas the aims and objectives of this organization is also to solicit the moral and financial support of Humanitarian Philanthropist Organizations within the United States of America and overseas countries, we sincerely anticipate and welcome the affiliation of any Non-Governmental Organization (NGOs) and Religious Groups whom shall deem it necessary to render us any material and or financial gesture such as we might stand in need and call upon them.
4. A member be quarried, suspended or expelled from Executive or removed from membership or otherwise be penalized by the Disciplinary Committee or Executive, for activities prejudicial to the general welfare of the organization. The member so penalized shall however have the right to appeal to the Board of Directors.
5. Misappropriation or embezzlement of properties and funds of the organization shall be refund by that member on demand. Failing, he shall be dealt with as thought fit by the Board of Directors.
6. Meetings, Venues and Times may from time to time be decided by the Executive Committee.

**ARTICLE 22**. **DISSOLUTION**

* 1. The organization may be dissolved if at least two-thirds (2/3) of the members present at a meeting convened for the purpose of considering such matters, are in favor.
	2. When the organization dissolves, it has to pay off all its debts. After doing this, if there is property or money left over it shall not be paid or given to members of the organization. It should be given in some way to another non-profit organization that has similar objectives. The organization’s general meeting can decide what organization this should be.

**QUORUM**

1. One forth (1/4) of the General Body shall constitute of quorum in all general meetings and one third (1/3) at Executive and sub-committee meetings.
2. A member holding office within the organization or an ordinary member wishing to resign must give a month’s notice in writing addressed to the President/CEO through the Administrative Officer. And all properties belonging to the organization together with a comprehensive handing over note must be submitted together with.
3. This constitution is subject to amendment by two (2/3) majority of the General Body of the organization.

**This constitution was approved and accepted by members of**

**ARIA – INTERNATIONAL**

At a special (general) meeting held in **Houston, Texas** on **December 5th, 2012**.

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 **President/CEO** **Director of Finance**