

The Constitution of

TANZANIA PROFESSIONALS NETWORK

Revised on: 31st August 2008

Tanzania Professionals Network
P.O. Box 21605
Dar Es Salaam

Tanzania Professionals Network (TPN)

Non-Governmental Organization
(NGO)
and
Non-Profit Making

Preamble

Tanzania is among the poorest nations of the world where more than fifty percent of her population live below the poverty line; and that the main cause of poverty is under development which can be expressed in terms of unemployment, underproduction, high rate of illiteracy, low level of Science and Technology and imbalance in its trade balance caused by among others unmanageable external debt and lopsided international trade practices

We founder members therefore:

- **CONSIDERING** the present environment in which we operate, lack of formal forum where we can contribute our expertise ,air our views and exchange our experience:
- **HAVING REGARD** to the National advantage to be derived from the effective and continuous co-ordination of activities and exchange of information on our professions:
- **AWARE** of the need for a forum for professionals to encourage the carrying out of studies, research and dialogue with other stakeholders on National problems and common interests and concerns to foster closer relationship between them:
- **CONVINCED** that the establishment of an Association would best serve these purposes:

Have decided to establish an organ known as **TANZANIA PROFESSIONALS NETWORK (TPN)** which aims to have a very strong base for building a better future and promoting and facilitating Socio - Economic Development.

OUR VISION

To transform Tanzania into a **POWERFUL KNOWLEDGE BASED SOCIETY** by the Year 2050.

OUR MISSION

To stimulate and promote effective use of the **POWER OF THE BRAIN** among Tanzanians in addressing and solving their various Social, Cultural, Economical; Environmental; Developmental and Psychological Problems.

ARTICLE ONE

1.1 NAME

The name of the Organization shall be **TANZANIA PROFESSIONALS NETWORK (TPN)** ("the organization or such other titles as the trustees may from time to time decide to pronounce with the approval of the concerned authority).

1.2 ADDRESS AND LOCATION

Head office shall be located in Dar Es Salaam. Chapters in respective areas in Regions or Outside the Country shall be opened as soon as the number of members within the very places exceeds Twenty (20) subject to the Organization funds that may be available at any time such particular time.

The Executive committee may change the address of the Organization when the need arises and shall have to notify all branches of any such changes within fourteen (14) days of the change.

1.3 NATURE

The Organization shall be autonomous, a non-partisan, and a non-religious and non-political organization based on non-profit making, voluntary and social organization.

1.4 ADMINISTRATION

Subject to the matters set out below, the organization and its properties shall be administered and managed in accordance with this constitution by the members of The Board of Trustees as stipulated in this constitution.

ARTICLE TWO

2.1 OBJECTIVES OF THE TANZANIA PROFESSIONALS NETWORK (TPN)

The organization's objectives ("the objects") shall be:

2.1.1 To identify various existing economic and development opportunities and disseminate business and market information to entrepreneurs, by linking and collaborating with the Government, various Information Centers, Trade centers /markets aiming at capacitating the entrepreneurs to be competitive and adoptive to ever growing business under globalization and market oriented economy. TPN will encourage its members with similar

interest and trust to join together and establish entities which will finally empower them economically.

- 2.1.2 To promote employment for Women and Young people and Tanzanians as a whole by putting in place an elaborate network for its members and make it as Labour Exchange Centre. TPN would have members' catalogue indicating educational qualification and experience, skills, age and contact address etc. TPN would always dialogue with the government and private sector to set and implement policies which ensure that recruitment process for jobs is favours Tanzanian and elaborate and provide with it an adequate 'punishment' to employers going against the policy.
- 2.1.3 To promote the utilization of talents, skills and experience of retired officers and older people and promote and facilitate social -economic development activities.
- 2.1.4 To improve the quality of life of Tanzanians and their social welfare and to create and provide in a long run, agencies of change towards self-reliant development through various efforts and training and equipping them with different Business and Entrepreneurship skills that make them job creators and strong economically.
- 2.1.5 To establish, maintain, repair, improve, beautify, and renovate education centers for the benefit of the public by co-coordinating donors and sponsors who will provide funding, equipment and materials and promote the establishment of education corridors and education parks across the country.
- 2.1.6 To alleviate the life of poor communities by working with them in established family and community development projects and educating them in various development aspects.
- 2.1.7 To promote and facilitate awareness in environmental matters
- 2.1.8 To promote the use and simulation of Information and Communication Technology, Science and Technology and Engineering in our Country.
- 2.1.9 To promote sports, recreation and cultural activities amongst the community.
- 2.1.10 To facilitate disabled people Social-economic development activities
- 2.1.11 To establish and advance Youths and Women and Children education by organizing and co-coordinating funds, equipment, instruments, furniture, materials, in country and overseas training, scholarships from various Organizations, governments, individuals and other bodies.
- 2.1.12 To advocates and promote economic empowerment of Tanzanians by convening Summits which will bring together Tanzanian professionals, Diasporas, academia, and business associations to discuss how to engage the government, local and foreign investors, donors, and banks in supporting home-grown development as a necessary condition for building stable and sustainable economic development, and highlight the unique assets and competitive advantages of Tanzania's human and natural resources and to identify specific

recommendations to the government, local and foreign investors, donors, and banks to advance an all inclusive and gender sensitive economic enfranchisement policy and finally forge partnership between TPN, academia, and Tanzanian Diasporas as forum that advocates for economic empowerment of Tanzanians.

2.1.13 To promote primary health care and educate advise, counsel and guide people on medical and health matters particular on HIV/AIDS by enduring awareness campaign among its members and encourage members to know their status so that they the get the necessary support, encourage positive behaviour among its members.

2.1.14 To recognize peoples' contribution to the society and reward them accordingly.

2.2 IN CARRYING OUT ITS OBJECTIVES, THE ORGANIZATION MAY:

2.2.1 Raise funds and invite and receive contributions provided that in raising funds the Executive Committee shall not undertake any substantial permanent trading activities and shall conform to relevant requirement of the law.

2.2.2 Buy and take on lease or in exchange any property necessary for the achievement of the objectives and to maintain and equip it for use.

2.2.3 Subject to any consents required by law, borrow money and to change all or any part of the property of the Organization with repayment of the money so borrowed.

2.2.4 Employ such staff as are necessary for the proper pursuit of the objectives and to make all reasonable and necessary provision for the payment of Pension and superannuating for staff and their dependants.

2.2.5 Cooperate with other Organizations, voluntary bodies and statutory authorities operating in furtherance of the objectives of similar charitable purposes and to exchange information and consult with them.

2.2.6 Establish or support any entity, charitable trusts, associations or institutions formed for all or any of the objectives.

2.2.7 Appoint and constitute such advisory committees the Executive Committee may think fit.

2.2.8 Establish projects which will provide beneficial outcome to the members, families, communities and other beneficiaries.

2.2.9 Power to do all such lawful things as is necessary for the advancement of the objectives.

ARTICLE THREE

3.1 MEMBERSHIP.

Membership of the Organization shall be open to:

- 3.1.1 Any professional by education, training or experience/skills of sound mind and who have attained the age of majority and are interested in furthering the work of the Organization and who will be approved by TPN and who have paid for the registration fees and annual subscription laid down from time to time by the Executive Committee or General Meeting. Must be Tanzanian living within or outside the country with a POSITIVE ATTITUDE (such members will be called "Professional Member") and;
- 3.1.2 Any Organization or Body which is interested in furthering the work of the Organization and that has been approved by the Executive Committee and has paid for the registration fees and annual subscription (any such body is being called in this constitution "Member Organization").
- 3.1.3 Honorary Membership can be given to other individuals with a POSITIVE ATTITUDE and who are interested in furthering the work of the Organization and who that has been approved by the Executive Committee and has paid for the registration fees and annual subscription (such members will be called "Honorary Member").

3.2 TERMINATION OF MEMBERSHIP

- 3.2.1 A member may resign his or her membership at any time by sending a written notice to that effect to the Secretary General of the Organization. The Executive Committee must confirm the resignation
- 3.2.2 Any member may be expelled from the Organization by the Executive Committee; such a member shall have a right to appeal to the general meeting whose decision shall be final.
- 3.2.3 A member who resigns or is expelled from the Organization shall forfeit all, claims from the organization including the membership fee and the annual subscriptions.
- 3.2.4 By virtual of his/her membership of the organization, every member undertakes to be bound by this constitution and any Note made under it. Any intention, willful or negligent breach of this constitution or any rule made under it, or indulgence in Conduct unbecoming, may render a member liable to expulsion from the organization, if the Executive committee deems it to be in the interest of the organization. Provided always that every such member whose expulsion is under consideration shall be notified of the reason in writing and shall be given an opportunity to defend him/her and subject to paragraph (3.2.2) above of this foregoing clause.
- 3.2.5 By death of a member or where he becomes certifiably insane.
- 3.2.6 Any other cause which will be deemed to have contravened the interests of the Organization.

ARTICLE FOUR

4.1 RIGHTS AND OBLIGATIONS OF MEMBERS

- 4.1.1 To attend meetings and vote (right to vote and be voted is limited to those who have paid their subscriptions and other mandatory contributions as decided by the Organization).
- 4.1.2 To elect officers and be elected in the office (right to vote and be voted is limited to those who have paid their subscriptions and other mandatory contributions as decided by the Organization).
- 4.1.3 To have legal rights to exist or be terminated
- 4.1.4 To enjoy any members' privilege as may be provided by the Organization (some rights might be limited to those who have paid their subscriptions and other mandatory contributions as decided by the Organization).
- 4.1.5 To advance the objectives of the Organization
- 4.1.6 Right to participate in matters pertaining to issue which call for the general meeting's decision.
- 4.1.7 Right to be heard.
- 4.1.8 Right to know the financial accounts at each annual general meeting.
- 4.1.9 Right to warn on the misbehavior among the leaders of the Organization.
- 4.1.10 Right to advise the organization in consistence with the inefficiency of the association to the beneficiaries.

4.2 DUTIES OF MEMBERS

Every member of TPN shall have to perform the following duties:

- 4.2.1 Strictly observe all provisions of this constitution.
- 4.2.2 Act in good faith when acting on behalf of TPN.
- 4.2.3 To pay all subscriptions, fees and other contributions as may be directed by the Executive committee or the general meeting.
- 4.2.4 To foster the objectives of the organization.
- 4.2.5 To attend general meeting and other meetings that may be summoned from time to time.

4.3 MEMBERS AND MEETINGS

- 4.3.1 Every member shall have one vote

- 4.3.2 Each member organization shall appoint an individual to represent it and to vote on its behalf at meetings of the Organization; and may appoint an alternative to replace its appointed representative if is unable to attend.
- 4.3.3 Each Member organization shall notify the name of the representative appointed by it and any alternative to the Secretary General. If the representative or alternative resigns from or otherwise leaves member organization, he or she shall forthwith cease to be the representative of the member organization.
- 4.3.4 The Executive Committee may unanimously and for good reason suspend the membership of any individual or member organization provided that the individual concerned or the appointed representative of the member organization concerned (as the case may be) shall have the right to be heard by the Executive Committee accompanied by a friend, before a final decision is made.
- 4.3.5 The General Meeting may unanimously and for good reason terminate the membership of any individual or member organization provided that the individual concerned or the appointed representative of the member organization concerned (as the case may be) shall have the right to be heard by the General Meeting accompanied by a friend, before a final decision is made.

ARTICLE FIVE.

5.1 ORGANIZATION STRUCTURE.

TPN is a Non- Governmental organization that shall have National and Regional representatives in respective areas. TPN at every respective level (National to Region, or outside the country) shall have the following institutions.

- 1. The General Meeting.**
- 2. The Executive Committee.**
- 3. The Sub-Committees.**

The General Meeting shall be the top institution that shall approve or sanction all recommendations required to be tendered to it by the executive committee.

Except at the National Level; all other Regional/Chapter Executive Committee shall comprise of the Chairperson, Secretary, and Treasurer who will be appointed to hold temporary positions by the National Executive Committee and any other five ordinary members until such time when the Regional Election will be conducted.

The Sub-Committee is any such committee that may be made by Executive Committee for the purpose of any specified objectives. Every member of TPN by virtue of his/her profession or otherwise qualifies to serve any such Sub-Committee.

ARTICLE SIX

6.1 HONORARY OFFICERS

6.1.1 At the annual General Meeting of the Organization the members shall elect amongst themselves a President; Vice-President; a Secretary General, Deputy Secretary General and a Treasurer who shall hold office for three years from the conclusion of that meeting and may be re-elected on expiry of the term for the second term. No any honorary officer shall be elected in the office for the third term unless approved by more than fifty percent of members present in the General Meeting and himself/herself still intends to be an honorary officer.

6.2.2A President's duties and responsibilities shall be;

- a) To Chair the relevant meetings of the Organization
- b) To direct and oversee the functions of the Organization
- d) Responsible for ensuring that the function of the Organization are carried out properly, in accordance with the constitution stipulation and generally supervise the Work of the organization.
- e) Preside at all general and executive meetings.
- f) Prepare and deliver the annual president's address at every annual General meeting.
- g) A signatory to cheques and other withdrawal papers.
- h) Any other duty as may be assigned to him/her by the Executive Committee or any other of the Organization organs.

6.2.2B Vice-President's duties and responsibilities shall be;

- a) To Assist the President on the above duties and responsibilities as directed by the President or/and the Executive Committee

6.2.3A. Secretary General's duties and responsibility shall be:

- a) To plan, develop, and administer the affairs of the Organization
- b) To write minutes of the relevant sittings and keep records of the Organization
- c) To convene meetings in consultation with the President
- d) To be the custodian of the Seal of the Organization
- e) The executive officer of the organization, carry on and manage the affairs of the organization under the Guidance of the executive committee.
- f) Keep the organization membership register.

- g) Keep the minutes of all meetings of the organization.
- h) In charge and keep the correspondence with the organization.
- i) Submit an annual report on the activities of the organization at every annual General meeting
- j) Be a signatory to all cheques and other withdrawal papers.
- K) To perform other duties as may be assigned by the Executive Committee or Organization organs.

6.2.3B Deputy Secretary General's duties and responsibility shall be:

- a) To Assist the Secretary General on the above duties and responsibilities as directed by the Secretary General or/and the Executive Committee

6.2.4A. Treasurer's duties and responsibility shall be

- a) To mobilize revenue through grants, donations and the fund raising activities
- b) To keep moneys of the Organization in accordance with financial rules and regulations
- c) To prepare the Budget and Financial Reports of the Organization
- d) Look after the organization fund.
- e) Keep properly the books of accounts.
- f) Keep the organization's bank passbook, cashbook, receipt books and supporting vouchers.
- g) Collect the organization subscriptions, constitution fees or any other charges and debts etc.
- h) Be ready to submit the financial report accompanied by the auditors report at every annual General meeting.
- i) Be ready to submit the financial accounts at all Meetings.
- j) To be signatory to all bank cheques and withdraw Documents pertaining to the charity organization's fund.
- k) To perform other duties as may be assigned by the Executive Committee or Charily organs

6.2.4B. Deputy Treasurer's duties and responsibility shall be

- a) To Assist the Treasurer on the above duties and responsibilities as directed by the Treasurer or/and the Executive Committee

ARTICLE SEVEN

EXECUTIVE COMMITTEE

- 7.1 The Executive Committee shall consist of not less than five members and not more than ten members being:
- a) Six honorary officers specified in the preceding clause.
 - b) Nine members nominated at the annual general meeting who shall hold office from the conclusion of that meeting
 - c) Nine nominated members will be appointed as follows:
 - i) Two members will be appointed by the honorary officers
 - ii) Seven members will be appointed by the General Meeting
- 7.2 All members of the Executive Committee shall retire from the office together at the end of the third ordinary general meeting next after the date on which they came into office but they may be re-elected or re-appointed for the second term. No member of the Executive Committee office shall be elected in the office for the third term unless approved by more than fifty percent of members of the General Meeting.
- 7.3 The proceedings of the Executive Committee shall not be invalidated by any vacancy among their number or by failure to appoint or any defect in the appointment or disqualification of a member.
- 7.4 No person shall be appointed as a member of the Executive Committee who is aged below 18 years or who would if appointed be disqualified under the provision of the following clause

ARTICLE EIGHT

8.1 DETERMINATION OF MEMBERSHIP OF THE EXECUTIVE COMMITTEE

Member of the Executive Committee shall cease to hold office if s/he

- 8.1.1 is disqualified from acting as a member of the Executive Committee and removed by the appointing authority.
- 8.1.2 is convicted and imprisoned for a term exceeding six (6) months without the option of a fine
- 8.1.3 Becomes incapable by reason of mental disorder, illness or injury of managing and administering his or her own affairs

- 8.14 Is absent without the permission of the Executive Committee from all their meetings held within a period of six months and the Executive Committee resolve that his or her office be vacated.
- 8.15 "Notifies in writing to the Executive Committee the wish to resign (but only if three members of the Executive Committee will remain in the office when the notice of resignation is to take effect.)
- 8.16. Is dead

8.2 DUTIES OF THE EXECUTIVE COMMITTEE

- 8.2.1 The executive committee shall collectively be responsible for the day to day running of the organization, together with its general administration in accordance with its aims and objectives.
- 8.2.2 It carries about all resolution of the general meeting. It shall have the power to raise and appropriate funds of organization in accordance with this constitution and the rules made under it.
- 8.2.3 It shall appoint a registered auditor to audit the accounts and books of the association annually.
- 8.2.4 It shall meet at least once in two months, but may have Ad-hoc meeting as needs arises.
- 8.2.5 It shall employ any such staff as it is necessary in furtherance of the objectives herein.
- 8.2.6 They are entrusted with the right to sue or be sued in the name of the association at the court of law.
- 8.2.7 It shall appoint the initial office bearers of the regional or Zonal representative namely Regional Chairperson, Secretary and Treasurer.

ARTICLE NINE

9 EXECUTIVE COMMITTEE MEMBERS NOT TO PERSONALLY BEAR ANY INTEREST IN THE ORGANIZATION PROPERTY

- 9.1 (Subject to the provision of sub-clause 2 of this clause) no member of the Executive Committee shall acquire any interest in property belonging to the Organization (other than a trustee for the Organization) or receive remuneration or to be interested (otherwise than as a member of the Executive Committee) in contract entered into by the Executive Committee.
- 9.2. Any member for the time being who is engaged in a profession may charge and be paid all the sum of professional charges for business done by him or her or his/her firm when instructed by other members of the Executive Committee to act in a professional capacity on

behalf of the Organization, provided that under this provision a member of the Executive Committee will withdraw from any meeting at which his or her own instructions or remuneration, or that of his or her firm is under discussion.

ARTICLE TEN

10 MEETINGS AND PROCEEDINGS OF THE EXECUTIVE COMMITTEE

- 10.1 The Executive Committee shall hold at least six ordinary meetings each year. A special meeting may be held at any time and shall be called by the President or any other two members of the Executive Committee upon notification of not less than 7 days notice being given to the other members of the Executive Committee of the matters to be discussed, the place, day and time but if the matter is an appointment of the Executive Committee member not less than 14 days notice must be given. The accidental omission to give such notice by any such trustees shall not invalidate any resolution passed or proceedings at any such, meeting.
- 10.2. The Chairperson shall act as a Chairperson of the Executive Committee. If the chairperson is absent from any meeting, the members of the Executive Committee present shall appoint one among them to be a chairperson of the meeting before any business is transacted.
- 10.3. The quorum of the meeting shall be at least half of the members of the Executive Committee for the time being.
- 10.4. Every decision shall be determined by a majority of votes of the members of the Executive Committee present and voting on the question, but in case of equality of votes the Chairperson of the meeting shall have a second or casting vote.
- 10.5. The Executive Committee shall keep minutes in books kept for the purpose of the said proceedings at meeting of the Executive Committee or any subcommittee.
- 10.6. The Executive Committee may from time to time make rules for the conduct of their business, the summoning and conduct of their meetings and the custody of documents. No rule may be made which is inconsistent with this constitution.
- 10.7. The Executive Committee may appoint one or more sub-committees consisting of one or more members of the Executive Committee for the purpose of making an inquiry or supervising or performing any other function or duty which in the opinion of the Executive Committee would be more conveniently undertaken or carried out by a sub-committee; provided that all acts and proceedings of such sub-committees shall be fully and promptly reported to the Executive Committee.

ARTICLE ELEVEN

11 RECEIPTS AND EXPENDITURE

- 11.1 The funds of the Organization, including all donations, contributions and requests shall be paid into an account operated by the Executive Committee in the name of the Organization at such bank the Executive Committee shall from time to time decide. All cheques drawn on the account must be signed by two members of the Executive Committee. There shall be three cheque signatories who must be members of the Executive Committee
- 11.2 The funds belonging to the Organization shall be applied only in furthering its objectives.

ARTICLE TWELVE

12 PROPERTY

- 12.1. Subject to the provision of sub-clause 2 of this clause, the Executive Committee shall cause the title to:
- a) All land held by or in trust for the Organization ; and
 - b) All investment held by or on behalf of the Organization; Be vested in a corporation entitled to act as Custodian Trustees (Holding Trustees). Holding Trustees may be removed by the Executive Committee at their pleasure and shall act in accordance with the lawful directions of the Executive Committee,
- 12.2. A corporation entitled to act as a Custodian Trustees has not been appointed to hold the property of the Organization, the Executive Committee may permit any investments held by or in trust for the Organization to be held in the name of a Clearing Bank, Trust Corporation or any Stock Broking Company as nominee for the Executive Committee and may pay such a nominee reasonable and proper remuneration for acting as such.

ARTICLE THIRTEEN

13 ACCOUNTS

The Executive Committee shall comply with the following:

- 13.1 The keeping of accounts records for the Organization
- 13.2 The preparation of annual statements of accounts for the Organization
- 13.3. The auditing or independent examination of the statements of account of the Organization.

ARTICLE FORTEEN

14 ANNUAL REPORTS

The "Executive Committee will be responsible for the preparation of annual returns and reports.

ARTICLE FIFTEEN

15 THE GENERAL MEETING

- 15.1 There shall be an annual general meeting of the Organization which shall be held in the date, place and time chosen or as practical as possible.
- 15.2. Every general meeting shall be called by the Executive Committee. The Secretary General shall give at least 14 days' notice of the annual general meeting to all members of the Organization. All constitutional members of the Organization shall be entitled to attend and vote at the meeting.
- 15.3. Before any other business is transacted at the first General Meeting persons present will be introduced to the Executive Committee of which the honorary officers will also be leaders of the meeting.
- 15.4. The Executive Committee shall present to each annual general meeting the report of accounts of the Organization for the preceding year.
- 15.5. Nomination to the Executive Committee must be made by members of the organization and must be submitted to the Secretary General of the Executive Committee at least before the annual general meeting, should nomination exceed vacancies, election shall be done.
- 15.6. The Main function of the General Meeting shall be:
- a) To receive and deliberate upon the performance of the Executive Committee reports including new plans and projects.
 - b) To approve the budget and financial reports of the Executive Committee
 - c) To deliberate and approve the Organization Guidelines and policy matters
 - d) Shall be the highest organ of the Organization.
- 15.7 The constitution shall be changed by majority votes of all members of the General Meeting in attendance
- (i) A petition by one quarter of live members of the General Meeting will be sufficient to instruct the Executive Committee to convene an Extraordinary General Meeting to decide upon the fate of any leader or any other matter of urgency.
 - (ii) Upon receipt of such instruction to convene a General Meeting the Executive Committee will call a meeting within 21 days failure of which one quarter of the instituting members shall have powers of taking charge to convene the said Extraordinary General Meeting.
 - (iii) At least half of live members of the General Meeting must attend the meeting.

ARTICLE SIXTEEN

16 EXTRAORDINARY GENERAL MEETING

The Executive Committee may call a special general meeting of the organization at any time. At least 14 days' notice must be given. The notice must state the business to be discussed and the date and time, and place of the meeting.

ARTICLE SEVENTEEN

17 PROCEDURE AT THE GENERAL MEETING

17.1 The Secretary General or other person appointed by the Executive Committee shall keep a full record of proceedings at every general meeting of the Organization.

17.2 The quorum shall be at least one-third of members of the Organization for the time being at any meeting.

ARTICLE EIGHTEEN

18 NOTICE:

A notice may be given to any other member either personally by the use of delivery note or dispatch book or by sending it through registered postal address to his/her registered address or an electronic email at his/her email registered with the Organization.

ARTICLE NINETEEN

19 COMMON SEAL:

19.1 The Trustees of the Organization shall be incorporated under the existing law and become a body corporate by the name registered of **TANZANIA PROFESSIONALS NETWORK (TPN)**.

19.2 Upon incorporation the trustee shall become a body corporate and capable of maintaining a common seal inscribed with the name of the body corporate.

19.3 The common seal shall be used in any transaction in which the Organization is involved and be affixed to documents in the presence of 2 Trustees.

ARTICLE TWENTY

20 SECRETARY GENERAL

The Secretary General shall keep the seal and minute books of all the Executive Committee and General meetings stipulated in this constitution.

ARTICLE TWENTY ONE

21.1 SOURCE OF FUNDS.

21.1.1 Collection from membership fees.

21.1.2 Annual subscription that shall be from time to time, be Prescribed by the executive committee subject to any sanctions by the General meeting.

21.1.3 Other contributions voluntary or otherwise that may be obtained from members.

21.1.4 Aid, grants and donations that may be obtained from sponsors, benefactors and donor organizations.

21.1.5 Services and Investments lawfully undertaken by the organizations.

21.1.6 Loans subject to approval by the Executive Committee

21.2 BANK ACCOUNT OF THE ORGANIZATION

21.2.1 Account shall be opened with a bank approved by the Executive Committee and shall be held in the name of the organization.

21.2.2 Withdrawal papers, clause or any other financial transactions involving money of the organization shall be signed by at least three (3) of the following people; the Chairperson, the Executive Secretary and the Treasurer for sums to be agreed by the Executive Committee. For higher amount, the cheque can be signed by three Honorary Officers from one Block and any Member of the Executive Committee from another Block.

21.2.3 All payment made shall have to be accompanied by supporting documents, the copies of which shall be recorded for future references.

21.2.4 A professional statement of account shall have to be made annually.

21.2.5 The organization books of accounts must be audited by the registered auditor each and every year.

21.2.6 Finances shall be distributed and drawn from the bank or any other financial institution only and only if, at least two (2) signatories for the respective accounts have signed the cheque.

21.2.7 The head of finance and Administration shall keep track and properly updates books of accounts for the organization and such books shall remain open for inspection by any member of the organization upon request in writings.

ARTICLE TWENTY TWO

22 THE PATRON AND MATRON

22.1 There shall be a patron and matron of the organization.

- 22.2 Such a patron and Matron shall be a person of strong ethical behavior committed to serve the unprivileged section of the public.
- 22.3. He or she shall be elected by the Executive Committee
- 22.4 The Patron/Matron shall be the ceremonial head of the organization.
- 22.5 The Patron/Matron shall together with the Executive Committee and trustees solicit for funds in order to meet the organization's objectives.

ARTICLE TWENTY THREE

23 BOARD OF TRUSTEES

- 23.1 There shall be a board of trustees comprising of not more than 10 members.
- 23.2 The board of trustees shall consist of three honorary officers President; Secretary General and Treasure of this Organization.
- 23.3 The member of the board of trustees shall be appointed by the Executive Committee
- 23.4 The trustees shall advise the Executive Committee in the day to day running of the organization.
- 23.5 They shall assist the Matron/Patron and the Executive Committee in soliciting funds for running the organization.
- 23.6 They shall be the principal overseers and caretakers of the properties of the charity organization.

ARTICLE TWENTY FOUR

24 STAFF OF THE ORGANIZATION

- 24.1 The executive committee shall appoint or cause to be appointed any such staff as to its opinion is in the furtherance of the organization's objectives to employ.
- 24.2 Whenever there is a vacancy to be filled by a staff, members of this organization shall have first considerations, depending on the qualifications they posses.
- 24.3 The executive committee shall have the power to determine the terms and conditions of services, exercise disciplinary authority over the association's staff, and on other matters connected with their service to the organization with due regard to the efficiency and financial ability of the organization.

ARTICLE TWENTY FIVE

25 THE YEAR OF THE ASSOCIATION.

The year of the organization shall run from the beginning of January to the end of December.

ARTICLE TWENTY SIX

26 WINDING-UP

With special resolution of at least two-third of the members of the General meeting, the Executive Committee shall wound-up the Organization. The assets belonging to the Organization shall be dealt with in accordance with the existing laws in force relating to the dissolution of Organization.

ARTICLE TWENTY SEVEN

27 SECURITY

No original or subsequent Trustee appointed in terms of the provisions herein before set out shall be required to furnish security at any time whatever in connection or arising out of her/his appointment as such.

ARTICLE TWENTY EIGHT

28 INDEMNITY

In the proposed administration of the Organization no Trustees shall be liable for any loss to the Organization which may occur as a result of any improper investment made in good faith or as a result of negligence of fraud of any agent or other person employed by the Trustees (or their delegate) or occasioned by any mistake or omission and individual fraud or dishonest of such trustee unless he was a party to that fraud, dishonest or wrong doing. Provided that no Trustees shall be liable for any loss of the Organization or its income or assets, occasioned by fraud, dishonest or wrong doing of the other trustees or any other trustees unless he was a party of to that fraud, dishonest or wrong doing.

ARTICLE THIRTY

30 INTERPRETATION.

In the interpretation of this constitution, meaning of words(s) concerned shall be considered and taken as being prescribed in either the formal dictionaries, Encyclopedia or from common terminologies of the law; in consistence with general view of the constitution itself.

Notwithstanding the provision of the foregoing clause herein above in the event of conflict between members as regards to the meaning of any article, clause herein contained, the respective organization (General Meeting or Executive committee) shall appoint any practicing and the registered advocate of the high court of Tanzania to interpret the said ambiguous word(s). The interpretation so made shall be the final and not appeal able.

ARTICLE THIRTY ONE

31. MISCELLANEOUS

The name of founder members present when passing out this constitution at the General Meeting is found at the end of this constitution.