

**THE AMENDED CONSTITUTION**

**OF**

**THE AFRICAN WOMEN'S ECONOMIC  
POLICY NETWORK (AWEPON)**

**DATED this ..... day of .....  
20.....**

## **PREAMBLE**

The African Women's Economic Policy Network (AWEPON) is a Pan-African faith-based International Non Government Organisation (INGO) with the regional secretariat legally registered in Uganda. AWEPON has an active membership of 150 organisations in 22 countries across Africa. AWEPON owes its origin to the All Africa Conference of Churches (AACC) Women's Desk that initiated faith-based consultations on the impact of economic policies on women, leading to the formation of a continental initiative in the name of AWEPON.

AWEPON was launched as a network of Africa Women's CSO engaged in women's rights and gender equality, during the 1994 United Nation's NGO regional preparatory conference that was held in Dakar Senegal. It was during the aforesaid conference that various participants expressed commitment towards the formation of AWEPON. This was particularly in response to a presentation by a group of women drawn from different countries and organisations in Africa. The main thrust of their presentations was on the impact of economic policies especially on women's own analysis of the economic crisis. The founding principle for the network was that women have the fundamental right to shape economic policies that impinge on their livelihoods.

In a search for economic emancipation of women and eradication of poverty, the network believes in standing up against economic injustice as it is a prerequisite for elimination of feminisation of poverty and subsequently poverty eradication. Feminisation of poverty results from the fact that economic policy analysis is founded on principles that undermine the household economy. Yet the biblical teachings ground economic analysis within the household economy.

## **ARTICLE I**

### **1.0 NAME OF THE ORGANISATION**

- 1.1 The name of the Organisation shall be African Women's Economic Policy Network acronym AWEPON.
- 1.2 The Headquarters of AWEPON shall be in Kampala, Uganda. Any change in the location of the Headquarters of the Organisation shall be decided by majority vote of the Members at the General Assembly, however in time of crisis a decision to change location may be made by the Steering and Management Committee to be ratified by the General Assembly.

The Headquarters shall also be called the Secretariat.

- 1.3. The Organisation shall be registered as an International Non-Governmental Organisation (INGO).
- 1.4 The Organisation shall be a network and shall have a Logo and a Seal.

- 1.5 The Organisation's major colours shall be "beige" and "black". **"Beige"** stands for the soil that African women have worked intimately with and **"Black"** for sisterhood in solidarity.
- 1.6 The Organisation may from time to time appoint an advisor who shall be a dynamic person identified by the Steering and Management Committee. Such a person shall be a woman knowledgeable in women's issues and an activist of reputable standing in Africa.
- 1.7 The Organisation shall affiliate with any other groups and networks with similar objectives of promoting the economic status of grassroots women, their families and communities.

## **ARTICLE 2**

### **INTERPRETATION**

**"AWEPON" means** African Women's Economic Policy Network established under Article 1 above

**"Country Contact Persons"** includes members of the Steering and Management Committee in their respective Countries or persons elected by the Country Members that are the functional link at Country level with the Secretariat.

**"Constitution"** means this Constitution.

**"Executive Director"** means the head of the Secretariat.

**"Groups"** means organised legal entities with common objectives.

**"Host Country"** means a Country in which the Secretariat is situated at any given time.

**"Individuals"** means an individual member of the Organisation.

**"Member"** means an individual or group falling under any of the categories listed in Article 4 of this Constitution.

**"Organisation"** means AWEPON and vice versa.

**"Secretariat"** means the headquarters of the Organisation.

**"Women in the Diaspora"** means any woman of African descent living or resident outside the continent.

## **ARTICLE 3**

### **3.0 VISION, MISSION STATEMENT, AIMS AND OBJECTIVES**

### **3.1. VISION STATEMENT**

The Organisation's vision is to work towards achieving economic justice.

### **3.2. MISSION**

The Organisation seeks to strengthen the capacity of women especially at the grass roots and national level to influence the shape of economic policies.

### **3.3. AIMS**

The overall aim of the Organisation is to create a forum for analysis, discussion and dissemination of information about existing economic policies. The Organisation also seeks to strengthen through training and research, the capacity of grassroots African women to lobby and influence policies towards economic justice.

### **3.4 OBJECTIVES**

- 3.4.1 To create a forum where groups working on economic issues can link up and share experiences from rural, national and international perspectives.
- 3.4.2 To strengthen the capacity of Members and their partners at the grass root level to analyse, critique and build alternatives to unjust economic policies through research, training, education and information sharing.
- 3.4.3 To strengthen women's capacity to influence policy at all levels by developing their lobbying and advocacy skills and ensure that women's needs and concerns become central in economic decision making process of pertinent institutions.
- 3.4.4 To promote, protect and uphold the dignity, morale and efficiency of women in Africa as equal partners in the promotion of National development.
- 3.4.5. To provide machinery for networking and creation of new partnerships to champion gender equality and women's empowerment cause.
- 3.4.6 To promote the integration of gender concerns in micro and macro economic policies and encourage gender responsive budgeting and allocation of resources.
- 3.4.7 To monitor progress towards economic advancement of women addressing the household economy.
- 3.4.8. To provide an opportunity for women to enhance their research skills and alternatives towards a liberal economy.
- 3.4.9 To develop concrete follow up activities on the relevant United Nations Conventions on the Rights of women.
- 3.4.10 To promote a rights based analysis of social – economic development for Africa.

3.4.11 To do all such lawful things as are incidental or conducive to the attainment of the above objectives or any of them.

## **ARTICLE 4**

### **4.0 MEMBERSHIP**

4.1 Membership to the Organisation shall be open to the following:-

- (a) Individuals.
- (b) Women groups with similar objectives working on gender and economic policy issues.
- (c) Regional and sub-regional networks working on gender and economic policy issues.
- (d) Women in the Diaspora actively involved or interested in issues of similar concern as AWEAPON.

4.2 Membership shall reflect all regions of Africa.

### **4.3 CATEGORIES OF MEMBERSHIP**

The Organisation shall have the following types of membership:-

#### **a) Ordinary Membership**

This shall be open to any eligible grassroots women and women in community based organisations upon payment of an annual non-refundable membership fee.

#### **b) Corporate Membership**

This shall be open to groups, organisations and networks with similar objectives as AWEAPON, ready to directly and actively participate in the activities of the organisation and follow this Constitution.

#### **c) Associate Membership**

This shall be open to individuals, groups, organisations and networks including those in the diaspora upon payment of a special membership fees.

#### **d) Honorary Membership**

This category shall be open to any person, group, organisation or network who, in the opinion of the General Assembly, upon recommendation of the

Steering and Management Committee, has made an outstanding contribution to the development of the Organisation.

#### **4.4. MEMBERSHIP FEES AND CONTRIBUTIONS**

The Steering and Management Committee shall from time to time determine the membership fees payable by the different categories of membership and guidelines on their rights and privileges.

#### **4.5. APPLICATION FOR MEMBERSHIP**

4.5.1 Any person wishing to join the Organisation shall lodge an application in writing to the Executive Director or the Country Contact Person who shall review it and forward it to the Steering and Management Committee for approval.

4.5.2 The Steering and Management Committee shall notify the Applicant, through the Executive Director or the Country Contact Person of its decision within a period not exceeding six (6) months.

4.5.3 Upon notification of decision of the Steering and Management, the Applicant, if successful, shall become a member of the Organisation only upon payment of the requisite annual membership fees applicable to its category, after which the Applicant's name shall be entered on the register of members kept at the Secretariat.

#### **4.6 RIGHTS AND PRIVILEGES OF CATEGORIES OF MEMBERS**

##### **a) Ordinary Members**

They shall have the right to:-

- (a) Vote and be voted to any office of the Organisation.
- (b) Access all information and publications of the Organisation.
- (c) Participate in any activities of the Organisation.
- (d) Attend the General Assembly meetings and committee meetings to which they are members.
- (e) Subject to the authority of Chairperson of the Steering and management committee and Executive Director, represent the Organisation at any forum and report back to secretariat.

##### **(b) Corporate Membership**

They shall have the right to:-

- (a) Access information and publications of the Organisation.

- (b) Participate in any activities of the Organisation that they considers relevant to its objectives.
- (c) Attend the General Assembly meetings with out right to vote.

**(c) Associate Membership**

They shall have the right to:-

- (a) Access information and publications of the Organisation.
- (b) Participate in any activities of the Organisation that they consider relevant to it objectives.
- (c) Attend the General Assembly meetings.

**4.7. DUTIES OF MEMBERS**

It shall be a duty of every member of the Organisation to:

- (a) Render voluntary services to the Organisation as and when called upon.
- (b) Promptly pay up his/her membership fees and any other contributions due to the Organisation.
- (c) Attend meetings of the Organisation that they are eligible to.
- (d) Promote the good image of the Organisation.
- (e) Protect and defend this Constitution.

**4.8 TERMINATION OF MEMBERSHIP**

Termination of membership shall be effected by the Steering and Management Committee on any of the following grounds:-

- (a) non payment of membership fees for two consecutive years.
- (b) repeated misconduct deemed prejudicial to the organisation and putting it in disrepute.
- (c) misrepresentation of the Organisation's objectives.
- (d) misappropriation of funds or abuse of office.
- (e) falsifying information .

(f) bankruptcy or

(g) death.

#### **4.9 WITHDRAWAL OF MEMBERSHIP**

Every member shall have the right to voluntarily withdraw her membership to the Organisation. Notice of withdrawal shall be in writing to the Secretariat who, upon receipt of the said notice, removal from the register of such Member's name.

### **ARTICLE 5**

#### **5.0 ORGANS OF THE ORGANISATION**

**5.1** The Organisation shall have the following Organs:-

5.1.1 The General Assembly

5.1.2 The Steering and Management Committee

5.1.3 The Finance and Administration Committee

5.1.4 The Secretariat

5.1.5 The Country Contact Persons

5.1.6 Trustees

#### **5.2 THE GENERAL ASSEMBLY**

5.2.1 The General Assembly shall be the supreme decision making body of the Organisation comprised of fully paid up members only entitled to vote.

5.2.2 The General Assembly shall meet at least once every five (5) years at a time and place to be determined by the Steering and Management Committee.

5.2.3 The Chairperson of the Steering and Management Committee shall cause notice of the General Assembly meeting to be circulated to all Members of the Organisation by any recognised and acceptable means of communication not less than one year prior to the meeting. The agenda shall be specified and circulated to the Members not later than six months prior to the meeting.

5.2.4 The quorum at the General Assembly shall be one third of the members entitled to vote.

5.2.5 If no quorum is realised upon expiry of one day from the time appointed for the General Assembly meeting, the meeting shall stand adjourned to the afternoon of the next day in the same place. If at the adjourned date and time no quorum is realised, the Members present shall constitute the quorum.



- 5.2.6 The Chairperson of the Steering and Management Committee shall preside over all meetings of the General Assembly and in her absence; the Vice Chairperson shall preside. If for any reason, either the Chairperson or the Vice chairperson is absent, then, the Members present shall appoint a Chairperson from among themselves.
- 5.2.7 All decisions arising at the General Assembly meeting shall be decided by majority vote and in case of equality in votes; the Chairperson shall have a casting vote.
- 5.2.8 The Executive Director shall be the Secretary to the General Assembly meeting responsible for its facilitation, recording and keeping minutes, managing correspondences and other business of the General Assembly and ensure safe custody of all past, present and future records of the Organisation.
- 5.2.9 Minutes of the proceedings of every General Meeting shall be kept and circulated to all members and if approved by the subsequent General Assembly be duly signed. Minutes so signed shall be conclusive and binding on the Organisation.

### **5.3 VOTING PROCEDURE**

- 5.3.1 Any contentious issues raised in any meeting of the Organisation shall be resolved by majority vote by members present and in case of a equality in votes, the chairperson of the particular Committee shall have a casting vote as a tiebreaker.
- 5.3.2 Every Member entitled to vote shall have one vote.
- 5.3.3 All voting and decisions during the General Assembly shall be by show of hands.
- 5.3.4 Election of Members of the Steering and Management Committee and the Finance and Administration Committee shall be by secret ballot.
- 5.3.5 Votes may be cast by a duly appointed or authorised representative of the Member(s) or proxy thereof.
- 5.3.6 The instrument appointing a proxy shall be in writing under the hand of the appointer or her attorney duly authorised in writing, and in case where the appointer is an organisation, either under seal or under the hand of an officer or attorney duly authorised.

### **5.4 THE POWERS AND FUNCTIONS OF THE GENERAL ASSEMBLY**

The General Assembly shall:

- 5.4.1 Set the overall policy and priorities of the Organisation.
- 5.4.2 Receive and review reports of the Steering and Management Committee.
- 5.4.3 Review and endorse the 5 year strategic policies, budgets and , proposals set by the Steering and Management Committee.
- 5.4.4 Receive audited accounts for the Organisation.
- 5.4.5 Amend the Constitution whenever necessary in accordance with provisions of this Constitution.
- 5.4.6 Elect office bearers of the Steering and Management Committee.
- 5.4.7 Do any other thing deemed necessary to promote the objectives of the organisation.

## **5.5 THE STEERING AND MANAGEMENT COMMITTEE**

- 5.5.1 There shall be a Steering and Management Committee comprised of 9 (nine) Members elected by the General Assembly.
- 5.5.2 The Members of the Steering and Management Committee shall consist of the following:-
  - (a) Chairperson
  - (b) The Vice Chairperson
  - (c) The Treasurer who shall be from the host country
  - (d) Five Members representative of the regions of Africa
  - (f) The Executive Director as an Ex-Officio
- 5.5.3 Appointment to the Steering and Management Committee shall be based, on, among others:
  - (a) active participation or involvement in the Organisation's activities
  - (b) regional balance
  - (c) faith
  - (d) qualifications and expertise
  - (e) a young woman
- 5.5.4 The quorum at the Steering and Management Committee meetings shall be five (5) Members and the meeting shall regulate its own procedures.

5.5.5 The members of the Steering and Management Committee shall hold office for five (5) years, subject to renewal for one term.

5.5.6 The Steering and Management Committee shall meet at least twice a year. However, an extra ordinary meeting of the committee may be convened to conduct urgent business of the organisation.

## **5.6 POWERS AND DUTIES OF THE STEERING AND MANAGEMENT COMMITTEE**

The Steering and Management Committee shall:

5.6.1 Act for and on behalf of the General assembly on all matters.

5.6.2 Ensure the implementation of the decisions and resolutions of the General Assembly.

5.6.2 Set guidelines for the Organisation to be reviewed and endorsed by the General Assembly.

5.6.3 Provide overall management of the organisation by overseeing the work of the Secretariat, the Country Contact Persons and all other activities undertaken by the Organisation.

5.6.4 Elect and appoint members of the Finance and Administration Committee in the Host Country.

5.6.5 Appoint the Executive Director and approve the Country Contact Persons.

5.6.6 Establish and set up ad hoc committees to carry out various functions.

5.5.7 Mobilize, identify sources of funding and or potential donors, develop and approve fund-raising strategies and liaise with funders/donors.

5.6.8 Review and approve policies, budgets, strategic plans, proposals and work plans for the organisation formulated by the Secretariat.

5.6.9 Ratify and approve actions and decisions of the Finance and Administration Committee

## **5.7 THE FINANCE AND ADMINISTRATION COMMITTEE**

5.7.1 There shall be a Finance and Administration Committee appointed by the Steering and Management Committee from the Members of the Organisation resident in the Host Country.

5.7.2 The Committee shall be comprised of five (5) Members one of whom shall be a Member of the Steering and Management Committee.

5.7.3 The Executive Director shall convene the meetings of the Finance and Administration Committee to which she will be an ex officio.

- 5.7.4 The quorum at the Finance and Administration Committee shall be three (3) Members and the meeting shall regulate its own procedures.
- 5.7.5 The Finance and Administration Committee shall meet every two months provided that an extra ordinary meeting may be convened when need arises.

## **5.8 POWERS AND DUTIES OF THE FINANCE AND ADMINISTRATION COMMITTEE**

- 5.8.1 The Finance and administration Committee shall:-
- 5.8.2 Supervise all administrative and financial activities of the Organization at the Secretariat.
- 5.8.3 Supervise and appraise the work of the Executive Director and report to the Steering and Management Committee.
- 5.8.4 Supervise, monitor and evaluate progress of implementation of activities.
- 5.8.5 Oversee and supervise financial accountability of the Organisation on behalf of the Steering and Management Committee.
- 5.8.6 Recruit the Secretariat staff deemed necessary from time to time depending on the network, financial capacity and activities the organisation is undertaking at the time.
- 5.8.7 Approve contracts with goods and service providers on behalf of the Steering and Management Committee and the Organisation.
- 5.8.8 Make quarterly reports and update the Steering and Management Committee on the activities of the Secretariat
- 5.8.9 Perform all such other duties deemed necessary for the better carrying out of the Organisation's objectives as may be assigned to it by the Steering and Management Committee from time to time.

## **5.9 THE SECRETARIAT**

- 5.9.1 There shall be a Secretariat in the Host Country of the Organisation responsible for the day to day management of the affairs of the Organisation.
- 5.9.2 The Secretariat shall be headed by an Executive Director appointed by the Steering and Management Committee for a term of three years renewable for only two terms.
- 5.9.3 The Executive Director shall be accountable to Steering and Management Committee under the direct supervision of its chairperson who together with the Executive Director will be the official Representative and spokesperson of the organisation.

## **5.10 FUNCTIONS AND DUTIES OF THE SECRETARIAT**

The functions of the Secretariat shall be to:-

- 5.10.1 Implement the Organisation's policies and action plan.
- 5.10.2 Coordinate the Organisation's activities and facilitate networking.
- 5.10.3 Ensure representation of the Organisation at national, regional and International meetings.
- 5.10.4 Co-ordinate with Country Contact Persons.
- 5.10.5 Facilitate meetings of the Finance and Administration Committee, Steering and Management Committee and General assembly.
- 5.10.6 Organise training, carry out research and disseminate results of activities, lessons learnt and other relevant materials to members of the Organisation.
- 5.10.7 Ensure safe custody of the Organisation's records and minutes of the various Committees and the General Assembly.
- 5.10.8 Liaise with Country Contact Persons to collect available research data in their respective countries and sub-regions.
- 5.10.9 Produce reports, brochures and make translation and interpretation of the activities of the organisation for the benefit of all its members.
- 5.10.10 Make quarterly progress, finance, activities and management reports.
- 5.10.11 Perform day to day running of the Organisation and do any other duties for the achievement of the Organisations objectives.

## **5.11 COUNTRY CONTACT PERSONS**

- 5.11.1 There shall be Country Contact Persons in the respective Countries in which the organisation has a network that are the functional link at Country level with the Secretariat.
- 5.11.2 Members of the Steering and Management Committee shall be the Country Contact Person for their respective Countries.
- 5.11.3 The Members of the Member Countries that are not represented on the Steering and Management Committee where the Organisation has a Network shall elect and appoint a Country Contact Person in their respective Countries.
- 5.11.4 The Country Contact Persons shall be responsible for coordinating with the Secretariat on the activities of the Organisation in the concerned Country.
- 5.11.5 The term of office for the Country Contact Persons shall be five (5) years renewable for one term.

## **5.12 POWERS AND DUTIES OF THE COUNTRY CONTACT PERSONS**

The Country Contact persons shall;

- 5.12.1 Spearhead the implementation of the Organisation's activities in their respective Countries.
- 5.12.2 Network at the national and sub-regional level through outreach groups.
- 5.12.3 Liaise with secretariat to collect available research data in their respective countries and sub-regions.
- 5.12.4 Monitor the economic situation in their countries and influence policy .
- 5.12.5 Identify training needs, new groups, expertise necessary for the databank, resourceful persons to do consultancy work for the Organisation and link them to Secretariat.
- 5.12.6 Fundraise for the Organisation at national and regional level.
- 5.12.7 Account for funds disbursed from the Secretariat for implementation of the organisation's activities in their respective Countries.
- 5.12.8 Make annual progress reports on the activities of the Organisation in their respective Countries to the Secretariat.

## **5.13 TRUSTEES**

- 5.13.1 There shall be a Board of Trustees for the Organisation.
- 5.13.2 The Trustees shall consist of five persons comprising of the founding Members and such other persons of high moral integrity who have retired from active participation of the organisation's activities and have made outstanding contribution to the objectives of the Organisation.
- 5.13.3 The Trustees shall be responsible for ensuring the Organisation's continuity and in case of winding up or dissolution to ensure proper distribution of the assets of the Organisation in accordance with the provisions of this constitution.
- 5.13.4 Any Trustee may upon notification to the secretariat attend meetings of the Steering and Management Committee.

## **ARTICLE 6**

### **6.0 CEASATION OF OFFICE**

- 6.1 Any person holding any office in the Organisation shall cease to hold that office if:
  - a. her term of office expires.

- b. she resigns from her post.
  - c. Absents herself from 5 Consecutive meetings without justifiable cause.
  - d. a vote of no confidence is moved and passed against her.
  - e. she is convicted of a criminal offence with a minimum imprisonment sentence of six months.
  - f. she become mentally incapacitated.
  - g. she dies.
- 6.2 In case of resignation by the entire Steering and Management Committee, the Finance and Administration Committee in conjunction with the Board of Trustees shall take charge of affairs of the Organisation.
- 6.3 In case of resignation of the Steering and Management Committee as well as the Finance and Administration Committee, the Trustees shall take charge of the affairs of the Organisation.
- 6.4 No person shall be removed from office under a vote of no confidence except on one of the following grounds:
- a. incompetence.
  - b. abuse of office.
  - c. misappropriation of the Organisation's resources.
  - d. conviction of a criminal offence involving a maximum sentence of imprisonment of six months.
  - e. conduct deemed prejudicial to the objectives of the Organisation.
  - f. any other reason, conduct or act deemed by the General Assembly or the Steering and Management Committee to be prejudicial to the aims and objectives of the Organisation.
- 6.5 A person against whom a vote of no confidence is passed shall not be eligible for election to any office of the Organisation for the period of ten years from the date of passing the vote of no confidence against her.

## **ARTICLE 7**

### **7.0 FINANCIAL PROVISIONS**

- 7.1 The Organisation shall raise funds in all ways permitted by the law including
- (a) Membership fees,

- (b) Donations,
  - (c) Fundraising activities,
  - (d) Borrowing. PROVIDED ALWAYS that authority to borrow shall only be by resolution of the Steering and Management Committee,
  - (e) Reserve funds and surpluses from budget estimates.
- 7.2 All the funds and assets of the Organisation shall be applied solely towards the achievement of the Organisation's objectives, mission and vision and no portion thereof shall be paid or transferred directly or indirectly by way of profit to any person. PROVIDED that nothing herein shall prevent the Organisation from paying out remuneration and allowances to staff and other persons for goods and service supplied to the Organisation.
- 7.3 The financial year of the Organisation shall end on the 31<sup>st</sup> December of each year.
- 7.4 The Steering and Management Committee shall make or cause to be made accounting practice manuals which shall contain the Accounting, Financial and Procurement Policies of the Organisation.
- 7.5 The Steering and Management Committee shall authorise the Executive Director in liason with the Finance and Administration Committee to open and maintain Bank Account(s) in the names of the Organisation and ensure that all monies belonging to and received by the Organisation are paid into those account(s).
- 7.6 The Executive Director shall ensure maintenance of proper books of accounts and financial accountability of the Organisation's funds on behalf of the Steering and Management Committee.
- 7.7 There shall be at least two signatories to the Organisation's Account(s). All cheques drawn on the Organisation's accounts shall be signed by The Executive Director and anyone of the following:-
- (a) The Chairperson, Finance and Administration Committee
  - (b) The Treasurer.
- PROVIDED ALWAYS** that the Executive Director shall be the principal signatory and in her absence, the Chairperson of the Finance and Administration Committee.
- 7.8 The Annual Budget estimates shall make provisions for all the estimated expenditure of the Organisation for the financial year concerned, and in particular:-
- a. the recurrent and development expenditure,
  - b. payment of salaries, allowance and other compulsory payables by the



employees.

- c. payment of gratuity and other charges, if any, in respect of retirement benefits which may be payable out of the funds of the Organisation
  - d. development, maintenance of properties, repair, replacement of equipment and other movable property of the Organisation
  - e. all programmes, activities and training.
  - f. creation of such reserve funds to meet future and contingent liabilities and such other matters as the Organisation may deem fit.
- 7.9 The Annual budget shall be approved by the Finance and Administration Committee with the approval of the Steering and Management Committee.
- 7.10 The budgets will allow for the re-allocation of funds in the approved budgets on approval by the Steering and Management Committee.
- 7.11 The Executive Director shall ensure that all books of accounts are duly audited for presentation with annual reports at the Steering and Management Committee meeting and the five years' report to the General Assembly.
- 7.12 The Finance and Administration Committee shall with the approval of the Steering and Management Committee appoint a firm of reputable auditors to audit the accounts of the Organisation at the end of each financial year.
- 7.13 All books of account and other official records of the Organisation shall be open to inspection at the Secretariat during ordinary working hours by any Member of the Organisation after notice of not less than one month to the Executive Director.

## **ARTICLE 8**

### **8.0 AMENDMENT OF CONSTITUTION**

- 8.1 This Constitution may be amended by majority vote of two thirds of the members entitled to vote at the General Assembly Meeting.
- 8.2 Proposals for Amendment shall be circulated to Members by acceptable mail transmission at least six months before the date of the General Assembly meeting.

## **ARTICLE 9**

### **9.0 DISSOLUTION**

- 9.1 The Organisation may be dissolved by the General Assembly by a two thirds majority vote.
- 9.2 Notice of at least one year shall be given to all Members of the intention to move a motion to dissolve the Organisation.

9.3 The Board of Trustees shall ensure orderly dissolutions of the Organisation.

9.4 Upon dissolution of the organisation, the balance of any property, assets and cash at bank shall be donated to another organisation or network with similar objectives.

Approved, passed and adopted by the General Assembly meeting held in  
..... on the ..... day of  
....., 20.....

.....  
**CHAIRPERSON**

.....  
**SECRETARY**