

**THE CONSTITUTION
OF
THE ASSOCIATION OF
ZIMBABWEANS IN UGANDA
(AZU)**

27407/18
21/12/2018

**C/o P.O BOX 9947,
KAMPALA - UGANDA**

YEAR, 2018

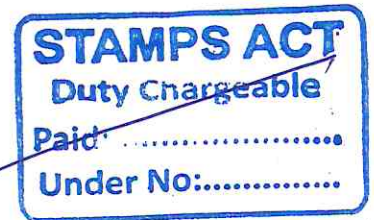
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**THE CONSITITUTION OF THE
ASSOCIATION OF ZIMBABWEANS IN UGANDA (AZU)**

**ARRANGEMENT OF ARTICLES AND SHEDULES
PREAMBLE, INTERPRETATION AND BASIC INFORMATION**

- ARTICLE 1:** Establishment of the Association
- ARTICLE 2:** Aims and objectives of the Association (Aims)
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- ARTICLE 4:** Services/Activities to achieve the above objectives
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Background information:

PREAMBLE

Recognizing that the community of Zimbabweans living in Uganda is a diverse group drawn from different ethnic, tribal, cultural, religious, social and economic backgrounds and all with diverse interests, needs and abilities, holding belief in the equal rights and opportunities for every individual and desirous of forming an association purely on a voluntary basis to foster a sense of solidarity and understanding, NOW THEREFORE, we the subscribers hereto have decided to be formed into an association herein mentioned for our present and posterity to be governed by this constitution as may be amended from time to time.

INTERPRETATION

In this constitution, the word standing in the first column of the table text hereinafter contained shall bear the meaning opposite them respectively in the second column hereof, if not inconsistent with the subject or object of this Constitution.

WORD MEANING

The Constitution: The Constitution of the Association as originally framed or as amended or altered from time to time in accordance with the Constitution

Association: Association of Zimbabweans in Uganda (AZU).

Members: The founder members and subscribers and registered members of the Association

The Office: The registered office of the Association.

The Executive Council: The executive council appointed in accordance with this constitution

The Register: The register of members of the association

Month: Calendar month (30 days)

Year: Twelve months not necessarily from 1st January to 31st December

CERTIFIED TRUE COPY

STAMPS ACT

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Under No: 27407

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UGANDA ASSOCIATION
SERVICES AUTHORITY

21 DEC 2018

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REGISTRAR

BASIC INFORMATION:

VISION:

To be a leading model organization in Kampala offering good living and economic conditions for its members.

MISSION:

Offering advisory, solidarity, financial and capacity building services to members for economic development through collective action.

OUR VALUES:

Transparency, time management, trust, visionary, hardworking, solidarity, commitment.

1. ESTABLISHMENT OF THE ASSOCIATION

- a) There shall be an Association called **ASSOCIATION OF ZIMBABWEANS IN UGANDA** hereinafter referred to as the **"ASSOCIATION"**
- b) The Head Office of the Association shall be situated in Kampala in the Republic of Uganda.
- c) Association shall be a non-political, non-profitable, non-partisan association registered under the Laws of Uganda.

2. AIMS AND OBJECTIVES

a) **Aims**

- i) The aim of the community shall be to foster greater understanding amongst Zimbabwean citizens resident in Uganda, persons of Zimbabwean heritage and other persons with family ties in Zimbabwe and create a forum for the exchange of ideas and experiences and promote social and cultural activities among the Members; and
- ii) To mobilize, rally by whatever lawful means available, on all matters relating to culture, religion, economy, unity, transformation, gender, development, youth, social justice and economy of all Zimbabweans in Uganda.

3. OBJECTIVES OF THE ASSOCIATION:

- i) To create and maintain a sustainable and effective non-political, non-religious association that would bring all Zimbabweans in Uganda together;
- ii) To assist or facilitate the wellbeing and welfare of Zimbabweans in Uganda by improving their standards of living;
- iii) To sensitize all Zimbabweans in Uganda to join or participate in the activities of the Association, and other national activities either singly or in a group;
- iv) To encourage and mobilize all Zimbabwean students and other nationals to join the Association through their respective associations or groups;
- v) To serve as a link and platform and a think tank to spearhead or lobby for Zimbabwean interests in Uganda;
- vi) To sensitize, educate and teach all Zimbabweans in Uganda the value of loving their country, unity and economic potentials of Zimbabwe;
- vii) To help or sensitize or facilitate Zimbabweans in Uganda to start up income generating activities, savings for sustainable development in Zimbabwe, Uganda and elsewhere;
- viii) To act as a link between the nearest Zimbabwean Embassy and all other Zimbabweans living in Uganda;
- ix) To provide general advise, guidance, mentorship and counselling to the Zimbabweans in Uganda;
- x) To intervene, arbitrate and conciliate over disputes or misunderstandings among members and find a solution and resolve the same peacefully and on win-win basis;
- xi) To promote, foster and sensitize Zimbabweans in Uganda on their traditional culture and values;
- xii) To desist and discourage members from using the Association or its resources and name as a political vehicle or for partisan politics or political gain;
- xiii) To assist and motivate by encouraging the members to develop themselves professionally, economically,

- socially, morally and in accordance with the Zimbabwean national policies;
- xiv) To promote, spearhead and champion the protection of a positive and good Zimbabwean image in Uganda, ensure harmony and co-operation amongst its members and general public;
 - xv) To enter into agreements with any public body, institution, government, private company, non-governmental organizations, associations, corporation or any other person in order to achieve the objects contained in this constitution;
 - xvi) To raise monies for facilitating the activities of the Association;
 - xvii) To provide professional and developmental information and opportunities to the Association members and any other Zimbabwean at large;
 - xviii) To establish, sustain, preserve and develop an information database relating to the members and make it available for use by the members or disseminate it to the members;
 - xix) To lobby and liaise with the home government, relevant institutions, civil societies, non-governmental organizations, or any other stake holders with similar objectives or interests or policies for the benefit of the members or Zimbabweans as a whole;
 - xx) To initiate, generate, own, share or transfer technologies, skills and know-how among the members for the general good of the Association;
 - xxi) To establish, maintain or promote smooth and regular network and contacts with similar or related associations or bodies and any other groupings of Zimbabweans in Uganda or elsewhere in the Diaspora for the furtherance of the objectives of the Association;
 - xxii) To take such steps singly or in concert with other bodies and to appeal to the public by way of meetings, conferences or any other arrangements in

- order to unite all Zimbabweans and raise or raise various resources for a common good;
- xxiii) To acquire or accumulate properties and assets and purchase land, buildings or otherwise lease or hire any property of whatever nature, for the purpose of carrying out any or such activities or programs and projects of the Association in Uganda or abroad;
 - xxiv) To sell, exchange, dispose, lease, and mortgage all or any part of the property of the Association;
 - xxv) To ensure that all or any property, assets or income and resources of the Association are utilized and applied solely towards successful promotion of the goals and objects of the Association;
 - xxvi) To do any other activity or project or thing incidental to these objects but deemed necessary or conducive to the attainment of the objects of the Association;
 - xxvii) Congregate Zimbabwean citizens resident in Uganda and or persons of Zimbabwean heritage;
 - xxviii) Create a channel of communication for Zimbabwean citizens resident in Uganda, persons of Zimbabwean heritage and other persons who might have family ties in Zimbabwe to Zimbabwean authorities and vice-versa;
 - xxix) Raise funds either by way of subscription fees, donations or any legal manner deemed fit by the Executive Committee provided that the Community shall not be a profit making body; and
 - xxx) To voluntarily extend assistance in times of bereavement illness, farewells and weddings individually and as a collective, as per request and wishes of members.

4. SERVICES/ACTIVITIES TO ACHIEVE THE ABOVE OBJECTIVES:

- a) The association will accept members' savings as shall be agreed upon.

- b) Train members on finance management.
- c) Advice to members in selecting viable enterprises.
- d) Collecting a minimum of a quarterly contribution as shall be agreed upon.
- e) The association will acquire loan from credit institutions on behalf of the members to meet their financial needs.

5. MEMBERSHIP:

- a) Membership to the Association shall be free and voluntary. Members shall pay every year, an annual subscription fee as shall be determined by the General Assembly of the Association. For avoidance of doubt, the subscription fee shall be **USD 40.00 (Forty United States Dollars or its equivalent in Ugandan shillings or Zimbabwean Dollars)** unless and until increased or reduced by the General Assembly of the Association;
- b) The Association shall have the following classes of membership:
- i) **Founder Members:** Shall be the members who appended their signature to the roll of members at the time of registration of the Association and shall pay annual subscriptions to enjoy voting privileges;
 - ii) **Ordinary members:** Shall pay an annual subscription fee and shall be only eligible to vote and be voted to any position upon such subscription;
 - iii) **Associate Members:** Shall be a distinguished persons or organizations with similar or same objectives and shall not be required to pay any subscription fee; and
 - iv) **Honorary Members:** Shall be distinguished members of the society voted for by the Executive Committee and approved by the General Assembly.
- c) The founder members of the Association shall be entitled to life and permanent membership and form part of the core foundation of the Association;
- d) The founder members shall nominate three people, one of them a woman, to act as the election committee and conduct elections of the first office bearers upon adoption of the constitution and or registration of the Association; and the

- term of election committee office of this election committee shall lapse upon election of all the posts;
- e) The members of the Association shall be registered in a register book which shall contain the particulars, address and other information of each member;
 - f) The Secretary-General shall keep and maintain such a register book as shall be provided for by the Executive Committee or any other responsible organ of the Association;
 - g) Notwithstanding the provisions of clause [(b) iv) and (c)] of this chapter, the membership to the Association shall be personal and non-transferable in any way whatsoever; and
 - h) Every member to the Association is mandated to promote, protect and advance the interests of the Association and shall refrain from running any activity which undermine or is prejudicial to the objectives of the Association.

6. RIGHTS AND DUTIES OF MEMBERS.

The rights and duties of the members of the Association shall be:-

- 1) To actively participate and promote the objectives of the Association by attending its proceedings, activities, conferences and other meetings of whatever nature;
- 2) To respect, adhere to, and comply with the provisions of this constitution or any other law or regulation in force at the time, being regulation of the business of the Association or any decision or resolution lawfully passed by the Association;
- 3) To contribute, subscribe or pay necessary fees to the Association as may from time to time be prescribed or determined by the Association;
- 4) To promote, develop ideas, implement and deal with the issues of Association and contribute to the growth and sustenance of the Association;
- 5) To meet or contribute to all or any financial obligation as may be called upon by the Association in the general assembly to do;
- 6) To participate, nominate and elect and be elected to the offices and positions of leadership in the Association through free and fair elections conducted by the general

assembly in accordance with the provisions of this constitution governing such elections;

- 7) To sensitize, market, and promote the good image and name of the Association to other Zimbabweans in Uganda or in other countries and at home; and
- 8) To behave maturely, respect and be responsible towards one another and avoid inconveniences, annoyance interruptions while conducting the business of the Association.

7. DISCIPLINE OF MEMBERS

- 1) The Executive Committee shall have powers to impose one or more disciplinary penalties on any member whose act or omission is prejudicial to the interests of the Association;
- 2) Without prejudice to (a) above, the Executive Committee may impose a suspension or fine, warning, expulsion of any member found guilty of any breach of any obligation or any other misconduct in the opinion of the Executive Committee;
- 3) Any member facing disciplinary proceeding before the Executive Committee must be given a right to be heard and is entitled to natural justice and a right to appeal to the General Assembly whose decision shall be final;
- 4) For the purposes of (a) and (b) above the period for suspension shall not exceed six months;
- 5) The Executive Committee shall communicate its decision to the member concerned and the general assembly of its decision and the disciplinary action taken; and
- 6) Notwithstanding provisions of this chapter, the general assembly by a majority resolution shall have powers to reinstate, suspend or reduce or increase any penalty imposed on a member by the Executive Committee.

8. TERMINATION OF MEMBERSHIP

Any member may cease to be a member of the association if he or she:

- a) Dies;
- b) Resigns his or her membership in writing;

- c) Is declared or becomes a person of unsound mind, as certified by a qualified health professional;
- d) Is expelled from the Association and has exhausted all levels of appeal up to the General Assembly;
- e) Is convicted of a serious felony in the category of murder or treason;
- f) Is declared bankrupt by a competent court in any jurisdiction; and
- g) Is convicted of an offence involving moral turpitude.

9. LEADERSHIP:

The members shall democratically elect a management committee to run the activities of the association; the committee shall comprise of;

- a) Chairperson;
- b) Vice Chairperson;
- c) General Secretary;
- d) General Treasurer;
- e) Women's Representative;
- f) Social representative;
- g) Youth Representative;
- h) Business Representative;
- i) Patron.

10. ORGANS AND FUNCTIONS OF THE ASSOCIATION

a) The Organs of the Association shall be:

- i) The General Assembly: which shall be composed of all Founding Members, registered and paid-up subscription-paying members and non-subscription paying members like Associate Members and Honorary Members;
- ii) The Executive Committee: which shall be composed of members elected by the General Assembly and supported by appropriate sub committees as outlined in Article 7) c) viii) 3) of this Constitution; and

iii) The Secretariat: to be consisted of part-time and full time employees of the Association as may be required and appointed.

b) The General Assembly: The General Assembly shall be responsible for annual performance review for each year and approval of the plans and budgets. Specifically, the General Assembly shall perform the following functions:

- i) Be the supreme body or organ of the Association;
- ii) Be the overall governing body of the Association;
- iii) To approve yearly plans and budgets of the Community;
- iv) To approve the previous year's financial report;
- v) Appoint a financial auditor for the Community if need arises;
- vi) Elect new office bearers of the Community's Executive Committee;
- vii) Delegate tasks to the Executive Committee, as the AGM shall deem it fit;
- viii) Make Changes to the constitution as the AGM shall deem it fit;
- ix) Approve changes to the constitution if the Executive Committee recommends so;
- x) Delegate to the Executive Committee any other role as the AGM shall deem it fit;
- xi) Make the general and specific resolutions and decisions to be implemented by the Executive Committee and other departments of the Association;
- xii) Oversee the activities and projects of the Association;
- xiii) Monitor the activities or transactions of the Executive Committee and of any other officer of the Association;
- xiv) Investigate or cause investigations of any dealing, finances or any other activity of the

Executive Committee or of any other officer of the Association;

- xv) Draw or adopt the road map, strategy or means of funding the Association;
- xvi) Discuss, review and adopt the financial reports by the Executive Committee;
- xvii) Follow or reprimand and impose disciplinary actions on any member of the Executive Committee who is in breach of this constitution or any other law governing the Association
- xviii) Deliberate on the classes of members and all other matters of membership;
- xix) Implement the objects of the Association;
- xx) Determine the subscription fees for membership;
- xxi) Advise the Executive Committee or any member of the Association on matters of running the Association;
- xxii) Direct the Executive Committee on any matter under this Constitution;
- xxiii) Receive, review and adopt the report from the Chairperson of the Association's activities over the year;
- xxiv) Adopt minutes and reports passed in the course of business;
- xxv) Adopt on presentation or request by Executive Committee and provide for elections of any other committees or sub committees to aid in achieving the objectives of the Association; and
- xxvi) Determine the number of terms elected officials are eligible for election.

c) The Executive Committee:

- i) The powers of managing the Association shall be vested in the Executive Committee;
- ii) Executive Committee meetings shall be held at-least five (5) times in a year;

- iii) The Executive Committee shall have the power of determining the dates, times and venues of the AGM provided that the AGM shall be held within 90 days after commencement of the calendar year.
- iv) The Executive Committee shall be composed of:
- The Chairperson, Vice chairperson, Secretary-General, Treasurer, Publicity Secretary and any other committee members as may be determined by the General Assembly;
 - The Executive Committee shall be elected from only paid up members who are dedicated to the cause of the Association and shall comprise of not less than five and not more than ten members at least two of whom shall be women; and
 - The Chairperson shall preside over all the meetings of the Executive Committee and all the meetings of the General Assembly and in his or her absence, the Vice Chairperson shall preside.
- v) The Executive Committee members shall hold office for a two-year term but shall be eligible for re-election if otherwise qualified;
- vi) A member of the Executive Committee shall cease to hold office if:
- He/she dies;
 - He/she resigns from office by giving a written notice;
 - He/she is removed from office by a resolution of the majority of the members in the General Assembly;
 - Is convicted of felony;
 - Is convicted of an offence involving moral turpitude; and
 - Is declared bankrupt in any jurisdiction.

vii) The quorum for an Executive Committee meeting shall be not less than half of its members and a decision shall be made by a majority of members present by voting.

viii) The Executive Committee shall perform the following functions:

- Run and manage all the day to day activities of the Association;
- Coordinate, supervise and execute all or any activity of the Association;
- Establish Sub-Committees to support the Executive in its planning and implementation of Community activities;
- Organize, arrange, and be in charge of meetings, conferences, get together, parties, seminars or any other meeting of similar nature of the Association;
- Liaise, partner, join hands with any other Association or person for smooth performing of the activities of the Association;
- Plan, spearhead and follow up the projects or any other activity of the Association;
- Provide and be in charge of the day to day administration of the Association;
- Be responsible and perform any activity or powers of the Association as may be delegated or directed to by the General Assembly;
- May appoint or employ an administrator or secretary or any other employee(s) for assisting in the running of the activities of the Association and assign him/her such duties as the Chairperson may prescribe in consultation with the Executive Committee members;

- Strategize on the best practices/values incidental to the objectives of the Association; and
 - Draft with the help of the Association counsel/lawyer guidelines and or rules to govern the operations of the Association.
- ix) Functions of the members of the Executive Committee:

- **The Chairperson** - The Chairperson shall have the following duties:
 - Be overall head of the Executive Committee;
 - Call and preside over all meetings of the Executive Committee and General Assembly;
 - Oversee the implementation of the AGM and Executive Committee resolutions;
 - The power to instruct the Secretary to call a meeting whether of the Executive Committee, Other Committees or General Assembly;
 - Appoint Members to Ad Hoc/Sub Committees to be constituted when need arises and as determined by the Executive Committee;
 - Coordinate all activities of the Association;
 - Be the head of the planning team of the Association;
 - Be the Chief Administrator of the Association;
 - Have a casting vote in the meetings of the Executive Committee and the General Assembly; and
 - Be the principal signatory to the bank accounts and other instruments of the Association.

- Represent the Association in interactions and agreements with government, private sector, individuals and any other legal bodies.
- **Vice chairperson** - The vice chairperson shall have the following duties:
 - Deputize the Chairperson in all activities of the Association;
 - Perform the chairperson's duties in his/her absence except being the signatory to the bank accounts; and
 - Perform such other duties as may be assigned to him/her by the Chairperson, Executive Committee or the General Assembly.
- **Secretary-General** - The Secretary-General shall have the following duties:
 - Take minutes of the Executive meetings and any General Assembly meetings;
 - Be responsible for staff welfare, and organization;
 - Sanction meetings on instructions of the Chairperson or the Executive Committee;
 - Perform such other duties as may be assigned by the Chairperson, Executive Committee or General Meeting; and
 - Keep in safe custody the Association's minutes, records, register, and the seal or official stamp.
- **Treasurer** - The Treasurer shall have the following duties:
 - Be responsible for all finances of the Association;

- Be responsible for safe custody of all books of accounts and cheque books of the Association;
- Be in charge of and present audited books of accounts and financial reports of the Association at every annual meeting of the General Assembly;
- Be a signatory to the bank accounts and other financial instruments of the Association; and
- Perform such other duties as may be assigned to him/her by the chairperson, Executive Committee or General Assembly.

x) **The Executive Committee shall perform the following functions:**

- Run and manage all the day to day activities of the Association;
- Coordinate, supervise and execute all or any activity of the Association;
- Organize, arrange, and be in charge of meetings, conferences, get together, parties, seminars or any other meeting of similar nature of the Association;
- Liaise, partner, join hands with any other Association or person for smooth performing of the activities of the Association;
- Plan, spearhead and follow up the projects or any other activity of the Association;
- Provide and be in charge of the day to day administration of the Association;
- Be responsible and perform any activity or powers of the Association as may be delegated or directed to by the General Assembly;

- May appoint or employ an administrator or secretary or any other employee(s) for assisting in the running of the activities of the Association and assign him/her such duties as the Chairperson may prescribe in consultation with the Executive Committee members;
- Strategize on the best practices/values incidental to the objectives of the Association; and
- Draft with the help of the Association counsel/lawyer guidelines and or rules to govern the operations of the Association.

xi) The Secretariat

- Shall consist of part time or full time employees as determined by the Executive Committee from time to time; and
- Shall report to the Executive Committee.

11. ELECTIONS OF THE ASSOCIATION

1) Notice of Elections

- i) Election of the Executive Committee shall be done annually at the Annual General Meeting and presided over by the Election Committee as prescribed in 8) b) of this Constitution;
- ii) The Secretary-General shall send notice of elections to all registered and paid up members informing them of the date and venue of elections and inviting nominations for Election Committee members upon payment of their membership; and
- iii) The Members at a General Meeting may by a simple majority dispense with requirement to issue notice if the general meeting is convinced before the notice period expires.

2) Election Committee

- i) Election to the Association shall be conducted by an Election Committee of 5 members to be nominated by the Executive Committee of the Association from

names proposed by the registered and paid-up members not later than 3 days before the date of the election;

- ii) The members of the Election Committee shall not participate in the election, either as candidates or as voters; and
- iii) The Election Committee shall exercise full and absolute control over the election and its decision shall be final and binding.

3) Eligibility of Member to Contest and Vote at Elections

- i) No member shall be eligible to contest any post or cast his/her vote unless he/she has paid his/her subscriptions on or before the end of the day before the date of elections;
- ii) A member who is in arrears of his/her subscriptions or any dues to the Association will not be eligible, to propose or second the candidature of any member to any post; and
- iii) Associate and Honorary members shall not be eligible to contest any post or cast their votes.

4) Guidelines for Conducting Elections

- i) The method of casting votes shall be secret ballot;
- ii) A candidate shall be deemed validly nominated when he/she is proposed and seconded by two different eligible members;
- iii) No member shall nominate or second more than one candidate to contest for the same post;
- iv) No member shall be nominated to contest more than one post;
- v) The Election Committee shall decide the order in which elections for the various posts shall be conducted;
- vi) The Election Committee shall count and announce the number of votes cast for each candidate and declare the winner before conducting the election for the next post;
- vii) In the event of a tie vote among any number of candidates, the Election Committee shall conduct a

re-run election for that post and only the tied candidates shall be eligible to be voted for in the re-run election; and

- viii) In the event of a dispute arising from the conduct or counting process during elections, and candidate may lodge his complaint with the Elections Committee immediately after the results are declared and the Elections Committee shall before conducting election for the next post hear and determine the complaint and its ruling shall final.

5) Tenure of Office

A successful candidate shall hold office for one term and such a member shall be eligible for re-election upon full compliance for one more term either for the same post or a different one.

6) Removal from Office

- i) Full Members shall have a right to pass a vote of no confidence in the entire Executive during an Extra-Ordinary General Meeting provided that a vote of no confidence shall have been circulated and will be deemed to be carried if passed by at least two thirds majority of the Members present

12. MEETINGS OF THE ASSOCIATION

1) Annual General Meeting

- i) An Annual General Meeting of the association shall be held once in a year at an interval of (12) twelve months; and
- ii) Notwithstanding a) i) above, an Extra Ordinary General Meeting may be convened at any time with or without sanction of the Executive committee or Chairperson, for any urgent matter as may be deemed necessary by giving reasonable time to the members and by the movers of the extra ordinary general meeting collecting not less than one third signatures of the registered members.

2) **Extra Ordinary General Meeting**

- i) An Extra- Ordinary General Meeting shall be convened at the request of two thirds majority of the registered Members of the Community or by the Executive Committee when need arises;
- ii) An Extra- Ordinary General Meeting shall be convened in the same manner as the Annual General Meeting;
- iii) An Extra-Ordinary General Meeting shall have the same powers as the AGM and shall only deal with specific matters that caused the Executive Committee or the two thirds majority of the Full Members of the Community to convene such a meeting; and
- iv) The Secretary of the Community shall convene the Extra-General Meeting within Twenty One (21) days of receiving a request to have it convened.

3) **The Executive Committee**

- i) Shall meet at least once every two months;
- ii) Notwithstanding clause 9(a) above, the Committee may meet at any time for the purpose of conducting the businesses of the Association; and
- iii) The meetings of the Executive Committee shall be summoned by the Chairperson through the Secretary General in writing, by electronic communication or any other means approved by the Executive Committee addressed to each member and giving a reasonable time and place of such a meeting.

13. PATRON

- 1) There shall be the Patron who shall be the chief adviser to the Association;
- 2) The Patron shall be a person of high moral integrity and a respectable Zimbabwean Citizen; and
- 3) The Patron shall be recommended by the Executive committee and approved by the General Assembly.

14. SOURCES OF FUNDS

- 1) The funds of the Association may be derived from the following sources:
 - i) Membership and subscription fees;
 - ii) Financial contributions from the home Government or any other lawful institution;
 - iii) Donations;
 - iv) Fundraising and other collections;
 - v) Grants approved by the general assembly; and
 - vi) Any other internal or external source.

15. OFFENCES AND FINES

1) The following offences if committed by a member shall be charged a fine not exceeding **USD 10 (Ten United States Dollars)** for each offence:

- a) Nonattendance to the meetings without prior notice to the chairperson or committee members.
- b) Chatting during the meetings.
- c) Showing disrespect to fellow members.
- d) Failure of a member of the committee to perform his or her duties.
- e) Late reporting to meetings.
- f) Failure to remember a member's number and the association rules.

16. DONATIONS:

- 1) In case of any donation in terms of money given to the association, it will be used as a revolving fund within the loan fund.
- 2) The association will borrow this money to members through the normal procedures at usual interest rate BUT this money will not be part of total cash to be shared out by members at the end of each cycle. It is only the

interest out of this money that will be shared out amongst all members. The donation fund will be carried forward to the next cycle or be put to another use after consensus by all members.

17. SOCIAL PROBLEMS

1)The following are the social problems agreed upon to which a member can be given funds with no interest:

- a) When a member loses his/her spouse, parent, child and/or close relative.
- b) When a member falls sick or his/her child and/or other beneficiaries.
- c) A member whose spouse or work office has been robbed or accidentally destroyed.
- d) Other social problems as will be deemed fit for the fund and agreed upon by all members.

18. LIEN

The association shall have a first and paramount lien upon all monies in respect of the fund standing to the credit of any member for his/her debts, liabilities and engagements to and with the association and the committee may at any time appropriate and/or use any such monies for the credit and reduction of debts and liabilities of that member and thereafter no bonus shall be payable on any money so appropriated.

19. DEPOSITS

1)The association may from time to time as the Committee may think fit, receive deposits from members and on such conditions as the committee may from time to time determine.

2) The deposit accounts shall be in the form of:-

- a) Savings accounts
- b) Fixed deposits or time deposits
- c) Other types of accounts as shall be determined by management from time to time.

3) The committee shall provide written regulations concerning the operation of these accounts with particular reference to;-

- a) Minimum deposits
- b) Interest payments
- c) Withdrawal rates and regulations
- d) Lending of deposits to members
- e) Penalties
- f) Other charges
- g) Any other matters connected therewith for the smooth and legal running of the association.

4) All account holders shall be provided with a document evidencing that they are holders of such accounts and such record shall be deposited annually by members with the association at its head office for inspection by the appointed auditors and at such time as the Committee may direct.

20. BANK ACCOUNTS

1) The committee shall prepare books of accounts and prepare records in relation thereto and keep at the registered office or at such place or places as the Committee thinks fit and shall always be open to the inspection of the members.

2) The Committee shall prepare in respect of each financial year a full statement of accounts, including a balance sheet, a statement of income and expenditure and a statement of surplus or deficit and shall cause all statements to be laid down in the General meeting with auditor's report.

3) The financial year of the investment shall be from 1st January to 31st December of each calendar year.

21. RESOLUTION OF THE ASSOCIATION OF ZIMBABWEANS IN UGANDA (AZU)

1) A Resolution by the members has been reached this day of December, 2018 that;-

- 2) The Association opens and operates bank account(s) with any bank in Uganda or any other financial institution as Executive committee may decide but for a meantime starting with **Opportunity Bank**; and
- 3) The signatories to the bank accounts shall be the Chairperson, Treasurer and at least one other person(s) as the Executive Committee may decide.
- 4) To be operated by the following signatories:
- 5) **Names of Signatories** to this Account include:

Name	Title	Tel. No.	E-mail
David Manyonga	Chairman	+25782959622	dmanyonga@gmail.com
Tineyi Mawocha	Treasurer	+256773625222	tineyimawocha@gmail.com
Didymus Mangwarire	Secretary General	+256753723337	mangwariredb@gmail.com
Terence Chambati	Social Representative	+256785131323	chasevallie@gmail.com

- 6) The signing mandate is any **TWO** of the above names.

22. AMENDMENTS

- 1) This Constitution may be repealed, replaced, modified, amended or abridged from time to time by the resolution of majority members present and voting in the General Assembly meeting;
- 2) An Amendment of this Constitution may be proposed by any member qualifying to vote by sending such a proposed amendment to the Secretary-General at least one week before the General Assembly meeting and giving details of such proposed amendment; and
- 3) Upon receipt of such proposed amendment, the Secretary-General shall communicate the same to the members of the Executive committee and all other members qualifying to vote before the meeting of the General Assembly.

23. DISPUTE RESOLUTION

- 1) Any dispute arising between or among members of the association or with any other party in respect of any transaction with regard to the activities of the Association shall be first referred to an arbitrator to be appointed by the Executive Committee before resorting to courts of law in Uganda.

24. DISSOLUTION

- 1) The Association shall be dissolved by a special resolution passed by 75% of the members present and eligible and voting at the General Assembly;
- 2) Notwithstanding (a) above, the Association shall only be dissolved if it is unable to perform and fulfil its objectives or any other just and equitable cause agreed upon by the members;
- 3) Once the dissolution is approved and effected, no further action need to be carried out save for the Executive Committee members who will remain in office for the purpose of disposing all assets in line with its objects under this constitution and to raise cash for reimbursement of debts owed by the Association; and
- 4) The remaining property after the dissolution shall be given or transferred to other Associations or any other charitable organizations having objects similar to this Association or shared amongst members of the association equitably upon passing a resolution to that effect on the date of dissolution.

25. THE SEAL

- 1) There shall be a Seal or an official stamp for the Association whose design and colour shall be selected and approved by the Executive Committee.

26. THE FOUNDER MEMBERS

1) The founder members of the association are:

No.	Name	Title	Tel. No.	Email
1.	David Manyonga	Chairman	+256782959622	dmanyonga@gmail.com
2.	Hercules Bizure	Vice-Chairman	+256757139531	hbizure@gmail.com
3.	Didymus Mangwari re	Secretary General	+256753723337	mangwariredb@gmail.com
4.	Tineyi Mawocha	Treasurer	+256773625222	tineyimawocha@gmail.com
5.	Tinah Manduna Mutabazi	Women's Representative	+256712342869	tinahmutabazi@gmail.com
6.	Terence Chambati	Social Representative	+256785131323	chasevallie@gmail.com
7.	Justine Mucheri	Youth Representative	+256775097365	mucherijust@gmail.com
8.	Elton Mutize	Business Representative	+256794933277	elton.mutize@gmail.com
9.	Walter Shereni	Member	+256773220766	wallyshe@gmail.com
10.	Kudakwashe Manyuke	Member	+256706726582	kudaephias@gmail.com

b) The founder members have appended their signatures in schedule one hereof herein above to enable the registration of this constitution and shall present it for adoption before the general meeting held not more than 45 days from date of registration.

27. DECLARATION:

We/I the undersigned as mandated by all members hereby approved the articles making this Constitution and hereby accepted them as a binding authority of this Association.

Dated at Kampala this ^{20th}..... day of ^{December}....., 2018.

All before me:



Advocate/ ~~Commissioner~~ for Oaths

Drawn By:

- *M/s Soita & Co. Advocates,
Parliamentary Avenue, Bhatia Chambers,
2nd Floor, Rooms 38 & 39,
P.O. Box 1811, Kampala.*

Association of Zimbabweans in Uganda (AZU)

SCHEDULE A:

Membership list



Name	Title	Telephone contact	Email address	Signature
David Manyonga	Chairman	+256782959622	dmanyonga@gmail.com	
Herculs Bizure	Vice-Chairman	+256757139531	hbizure@gmail.com	
Didymus Mangwarire	Secretary General	+256753723337	mangwariredb@gmail.com	
Tineyi Mawocha	Treasurer	+256773625222	tineyimawocha@gmail.com	
Tinah Manduna Mutabazi	Women's Representative	+256712342869	tinahmutabazi@gmail.com	
Terence Chambati	Social Representative	+256785131323	chasevallie@gmail.com	
Justin Mucheri	Youth Representative	+256775097365	mucherijust@gmail.com	
Elton Mutize	Business Representative	+256794933277	elton.mutize@gmail.com	
Walter Shereni	Member	+256773220766	wallyshe@gmail.com	
Kudakwashe Manyuke	Member	+256706726582	kudaephias@gmail.com	

SCHEDULE 2:

FORM FOR MEMBERSHIP

ASSOCIATION OF ZIMBABWEANS IN UGANDA (AZU)

PART A:

1. Name (s):

2. Sex (tick as appropriate)

- Male
- Female

3. Date of Birth

4. Place of Birth:

- a) Village
- b) Ward
- c) Chie.....
- d) District
- e) Any other jurisdiction(Parish/LC), etc
.....
.....

5. Place of Residence:

- a) Village/Cell/Ward/Zone/L.C
- b) Parish
- c) Sub-County/Division.....
- d) District
- e) On whose houses do u rent (if applicable).....
- f) Phone contacts
- g) E-mail:

6. Occupation

7. Tribe/ Nationality

8. Marital Status (tick as appropriate)

- Single
- Married

9. Religion

10. Who seconded you to join the association.....

PART B:

Next Of Kin:

His/ Her Signature: Date:

Your Signature: Date:

PART C:

Attach on this Form the following:

- a) One current passport photo of yourself (on the top left corner) and that of your Next of Kin (on the top right corner); and
- b) A copy of a valid identity card/Passport of yourself and that of your Next of Kin.

PART D:

Declaration:

I declare and confirm that I have voluntarily and willingly joined the association and I shall abide by constitution, rules and regulations of the association.

Signature: Date: