

THE CONSTITUTION
OF
HUMAN RIGHTS AND DEMOCRACY LINK AFRICA
(RIDE AFRICA)

Former (IWDP)



P.O.BOX 870 FORT PORTAL- WESTERN UGANDA

PREAMBLE

Together women and men will begin to build the new rural society, a society in which each of us has the chance to grow to achieve, to create dignity for not for ourselves alone, but for our children also, and contributing to the improvement of both rural women and men development.

RIDE AFRICA is convinced that through communities' effort in economic, human and environmental sustainability we shall contribute to the benefit of our rural community.

Also convinced that women alone cannot solve burden of rural poor women, but it is the responsibility of women and men in the society as a whole.

RIDE AFRICA is prepared and dedicated to give time and resources in all forms and efforts to facilitate development initiatives and we believe that by providing assistance and working together with people to discuss and develop ideas, the true need of the community will emerge in what they build.

ARTICLE 1: NAME OF THE ORGANIZATION;

The name of the organization shall be called HUMAN RIGHTS AND DEMOCRACY LINK AFRICA (RIDE AFRICA)

ARTICLE 2: AREA OF OPERATION;

RIDE AFRICA shall operate in districts of western Uganda and shall have branches in various localities as shall be deemed fit in furthering the objectives of the organization.

ARTICLE 3: OFFICE AND ADDRESS;

The office of the organization shall be situated in Kabarole District and any branch can be opened to any part or region within the Republic of Uganda and. Postal Address shall be P.O.BOX 870, Fort-Portal, and Kabarole- Uganda.

ARTICLE 4: MOTTO;

The challenge of development is for us all.

ARTICLE 5: OBJECTIVES;

To facilitate process that will eradicate poverty through intensive mass mobilization, awareness creation, and training for transformation availed information, on development movements and associations.

- i) To awaken and liberate the spirit of self- reliance and self-engagement in peoples, collective action and capacitating them to face the challenges confronting them

- ii) To work with people in such a way that a process of increasing self-responsibility is created and becomes a tool in their work.
- iii) To contribute to an equitable pattern of self reliant participatory development with rural women and men through the encouragement of autonomous democratic and self reliant organization of the poor.
- iv) To contribute to the search for alternative development possibilities and kind of training which is required to make rural poor people awakening possible.
- v) To provide training and financial support to grassroots groups and their initiative in small-scale project.
- vi) To develop test methods of community renewal and to motivate cross-sectoral cooperative action support of local development with special emphasis on the human sector.
- vii) To facilitate integrated self-generating development through training so that skills and knowledge learnt remain within the rural people.
- ix) To enable rural women and men recognize and utilize the enter relationship that exist in training health care, agriculture, nutrition and hygiene, water and human development.
- x) To undertake training and research based on culture and gender balance issues.

ARTICLE 6: BUSINESS OPERATIONS OF RIDE AFRICA;

- a) Any income when so ever derived shall solemnly be applied towards the promotion of the organization.
- b) Every member shall be responsible for the smooth running of the organization and ensure she/he contribute to the fulfillment of the state objectives.

ARTICLE7: FOUNDER MEMBERS;

- (a) Founder members shall not have life membership.
- (b) Founder members may get opportunity to be employed in the Organization

THE LIST OF FOUNDER MEMBERS.

NO.	NAMES
1	Kuzara Peredasi
2	Nyakaisiki Grace
3	Kasami Stephen
4	Kasigazi John
5.	Kajumba Topisita

ARTICLE 8: POWERS AND FUNCTIONS OF FOUNDER MEMBERS;

- (a) Shall adopt and amend the constitution
- (b) Shall approve and appoint the Board members.
- (c) Be Chief Advisors to the affairs of the organization.
- (d) Co-opt eminent personalities to the executive board and the general assembly.
- (e) Have permanent representation on the executive board.
- (f) Show true commitment to the organization and its objectives.
- (g) Contribute financially, materially or otherwise the fulfillment of the objectives and aims of the organization.

ARTICLE 9: STAKE HOLDERS OF THE ORGANISATION;

- (i) There shall be stake holders of the organization and these shall be the people who are benefiting directly from the organization; these shall include the local council officials, Communities, Staff, Local and International Partners and other persons as case may be.

ARTICLE 10: SECRETARIAT.

- (i) The Organization shall have secretariat to assist it in the implementation of the objectives and functions under this constitution and shall be headed by executive director.
- (ii) Secretariat shall be composed of program officers, assistant program officer, project focal persons and support staff.

- (iii) The program officers, Assistant Program officers, Project Focal Persons, **Volunteer and support** staff shall be recruited and appointed as shown in the human resource manual.
- (iv) The above mentioned officers shall resign their offices by writing in hand written addressed to the execute director through human resource manager.
- (v) Executive director shall be the secretary to the board and as an ex-official.
- (vi) The organization shall employ other staff as may be necessary for the proper and efficient discharge of the function of the organization secretariat under this constitution.
- (vii) The organization shall regulate the manner of appointment, term and conditions of service and the discipline of its staff appointed under this constitution.
- (viii) The organization may pay to the executive director, program officers and other staff such as remunerations as deems fit

ARTICLE 11: EXECUTIVE BOARD;

- i. The executive Board is supreme decision- making body on all matters pertaining to the organization.
- ii. The Executive Board shall not be less than seven (7) members and not more than Nine (9).
- iii. Aboard member shall serve for a maximum of 2 terms. (each term shall be 5years)

Other roles, responsibilities and operations of the board are stipulated in the board manual.

ARTICLE 12: FUNCTIONS AND POWERS OF EXECUTIVE BOARD;

- i) The Executive Board is a supreme decision making Body on all matters pertaining to the Organization.
- ii) Be responsible for the smooth running of the organization and its activities.
- iii) Be responsible for all financial matters relating to the operation of the Organization.

**ARTICLE 13: POWERS AND FUNCTIONS OF EXECUTIVE DIRECTOR.
EXECUTIVE DIRECTOR SHALL; -**

- (a) Be responsible for the smooth running of the organization and its activities.
- (b) Shall nominate names of board members with consultations with other stakeholders
- (c) Be responsible for all financial matters relating to the operation of the organization
- (d) Preside over all meetings of the organization
- (e) Be a signatory to the minutes of all meetings
- (f) Be a signatory to the Bank Account of the organization.
- (g) Be the spokesperson of the organization
- (h) To ensure all records of financial statement are regularly prepared and presented to the executive Board
- (i) Receive all subscriptions, Grants, Gifts, Loans and any other Funds on behalf of Organization and ensure that are properly Banked in the Organization Name Bank Account(s)
- (j) Submit Annual and Financial Reports to Board and Auditors of the Organization

DEPUTY DIRECTOR SHALL;

In absence of executive director shall perform all duties and functions of the organization.

ARTICLE 14: MEETING OF THE EXECUTIVE BOARD;

- i) The Executive Board shall meet at least twice in a year.
- ii) Board meetings shall be convened by the Director.
- iii) Notice of all meetings shall be duly signed and dated at by the secretary and shall be posted at least 3 weeks before ordinary meetings and 10 days before emergency meetings
- iv) The quorum at all meeting s of the executive board shall be Five only out of Seven
- v) Voting in all meetings of the organization shall be by showing of hands unless members attending the meeting decide that voting shall be by secret ballot.
- vi) Election of the executive board members shall be by secret ballot.

ARTTICLE 15: FUNDRAISING;

The organization shall have power to obtain, rise and receive it's financials

- a) Donations, grants and gifts from local and international sources.
- b) Interest and profits from property and investments of the organization.
- c) Borrowing from individual, bank institutions or any financial institutions with approval of the executive board.

ARTICLE 16: SUPERVISION OF FUNDS AND ASSETS;

- The organization shall keep accounts of all monies, gifts and properties received and expenditure.
- There shall be three signatories on the organizations bank accounts. Two of them shall be needed to sign transfer, cheques and withdrawal.
- Expenditures of the organizations shall be approved by the executive director and co-signed by Accountant / Finance officer.
- The Accountant, Program Officer or Project focal person shall not keep money on his/her side for more than One week without depositing it on the organizations bank account(s). Unless it is a petty cash
- The organization shall have authorities to acquire and dispose of assets and properties of whatever nature that confirms to its objectives.

ARTICLE 17: FINANCIAL YEAR.

Financial year of the organization shall conform to a normal calendar year.

ARTICLE18: ORGANIZATION BANK ACCOUNT (S)

1. A bank account of the organization shall be opened with any commercial bank (s) or such as financial institution as may be decided by executive director in consultation with board
2. While considering on appropriate bank financial institution, the executive board shall pay due regard to proximity, accessibility and operations of suggested bank(s) or financial institutions.

ARTICLE 19: AUDITING;

External Auditor shall be appointed by Executive board to carry the Auditing exercise at the end of Organization calendar. Auditors will be paid by organization on agreed upon by executive director.

ARTICLE 20: INSPECTION OF ACCOUNTS;

All books of Accounts shall be available for inspection by any founding member and pattern of the organization on giving notes of two weeks in writing to the Executive board or to the Executive Director.

ARTICLE 21: ORGANIZATION SEAL;

The organization shall have official seal and shall be kept by the executive director

ARTICLE 22: AMENDMENT OF THE CONSTITUTION;

(a) This constitution or any part in it may be amended by the Founder members /executive board member and member of the secretariat. Shall give notice of such proposal by send it to the human resource manager at least two months before general meeting giving details of the proposed amendments and shall call upon the general meeting and inform them of what they have amended.

(b) An amendment shall only be effected with a majority of two thirds of members present and voting for it

ARTICLE 23: INTERPRETATION OF THE CONSTITUTION;

The founder member is the legal holder of the organization and the executive board shall have the final powers to interpret this constitution which interpretation shall binding in all members of the organization.

ARTICLE 24: DISSOLUTION OF THE ORGANIZATION:

- a) The organization may be dissolved by the resolution of the general meeting called for the purpose provided. The motion is carried by the founder members present and that writing notice of the proposal is given thirty days in advance of all founder members, specifying the proposal for dissolution. Such a motion for dissolution must be signed by their quarter of the founder members of the organization.
- b) When there are no annual general meeting of the executive board held for four years consecutively, the organization shall be dissolved.
- c) If a motion to dissolve the organization property and assets carried by the said majority the Organization shall give or transferred property and assets to those Organizations/ Charity organizations which have the same

objectives, Mission and goal, provided that such organization / Charity Organization shall be determined by the Founder members and the Board before the time of dissolution.

ARTICLE 25: SETTLEMENT OF DISPUTES:

(1) Founder members with consultation through the Board may from time to time make by-laws and policies governing the conduct and affairs of the organization and from time to time Repeal, alter or amend them.

(2) Any dispute arising that the organization fails to resolve under the provision of this constitution shall be resolved through arbitration and both parties concerned on equal opportunity to be heard.

(3) Decision of the arbitrators on any matter shall be final.

ARTICLE 26: SUPREMACY:

This CONSTITUTION shall be the supreme policy making instrument and law governing RIDE AFRICA when a conflict or inconsistency arises between and any other instrument resolution, policy or procedure belonging to RIDE AFRICA the provision of this constitution shall over ride the other instrument, resolution, policy or procedure to the extent of its inconsistency.

GENERAL ASSEMBLY;

The General Assembly Shall be comprised of founder members, board members , 3 religious leaders nominated by founder members, 16 representatives from our community based structures of monitors, Human rights Ambassadors, Parish based associations and monitors.

GENERAL ASSEMBLY MEETING;

i. General assembly meeting shall be once a year

Shall be chaired by any founder members nominated before the start of the meeting.

ii. General assembly shall be announced three weeks before the meeting day by Executive director.

ARTICLE 28: NAMES PROFESSION, ADDRESSES AND SIGNATURES OF FOUNDER MEMBERS:

NO	NAMES	PROFESSION	ADDRESS	SIGNATURE
1	Kuzana Peredasi	Self employed	P.O. BOX 1056 Kyenjojo	<i>[Signature]</i>
2	Nyakaisiki Grace	An accountant	P.O. Box 870 Fort-Portal	<i>[Signature]</i>
3	Kasami Stephen	Primary Teacher	P.O. Box 1056 Kyenjojo	<i>[Signature]</i>
4	Kasigazi John	Catchiest	P.O. Box 1056 Kyenjojo.	<i>[Signature]</i>
5	Kajumba Topisita	Self employed	P.O. BOX 1056 Kyenjojo	<i>[Signature]</i>

ARTICLE 29: DECLARATION:

We the undersigned hereby approved the articles making this constitution and hereby accept them as a binding authority of Human Rights and Democracy Link Africa (HRIDE AFRICA).

Signed by *[Signature]* on behalf of the Board.

Name ISAGADA NYAKAANA Title TREASURER

Date 15th Day of January Year 2012

SECRETARY
HUMAN RIGHTS AND DEMOCRACY LINK AFRICA

Witnessed by

Name: *BUSINESS ASIMWE NDIRA*

Occupation: *Merchant*

Address: *P.O. Box 179 Mbarara*

Signature: *[Handwritten Signature]*



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