



THE CONSTITUTION OF NETWORK OF AFRICAN YOUTHS FOR DEVELOPMENT, CAMEROON (NAYD-CAMEROON)

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PREAMBLE

We, the Founding Members of this network:

- Considering the increasing importance of networking in achieving development goals
- Mindful of the fact that in Cameroon, individual youth development associations suffer from acute shortage of resources (technical, material, financial, human etc
- Determined to promote youth-driven development in Cameroon;
- Recognising the establishment and authority of NAYD International

Have agreed as follows:

ARTICLE 1

CREATION & MOTTO

Section 1: The Network of African Youths for Development, Cameroon has been created and shall be abbreviated “NAYD-CAMEROON”.

MOTTO

Section 2: The motto of NAYD-CAMEROON in accordance with that of the mother organization, NAYD INTERNATIONAL shall be “Partnership for Sustainable Development”.

ARTICLE 2

MISSION AND AIMS & OBJECTIVES

Section 1: The mission of the network is to diligently and astutely harness the resources of the member associations to foster and sustain development. It shall have a non-profit making, youth-oriented and non-partisan character. It shall equally promote education, peace and justice, health, human rights and the conservation of the environment.

Section 2: The aims and objectives of NAYD-CAMEROON shall be as follows:

Clause 1: Building the capacities of youth development associations to enhance the realization of their goals, through seminars, workshops and conferences.

Clause 2: Collaborating with and seeking assistance from funding bodies for its activities and those of its member associations.

Clause 3: Fostering peace, justice, handwork, patriotism, conservation of the environment and other positive social values through the activities of its member associations.

Clause 4: Identifying priority national youth development issues through active research and consultations and seeking to redress them.

Clause 5: Creating awareness on the UN Millennium Development Goals (MDGs) and seeking partnership for the accomplishment of such goals.

Clause 6: Other aims and Objectives of NAYD INTERNATIONAL shall equally apply to NAYD-CAMEROON.

ARTICLE 3

MEMBERSHIP OF NAYD-CAMEROON

Section 1: Membership shall be opened to officially legalized and credible associations primarily concerned with youth development and empowerment and who pledge to abide by the constitution and rules and regulations of the network.

Section 2: Each member association shall have to fill a membership application form provided by the network and shall be represented by an individual at general assemblies of the network.

Section 3: Each member association shall be entitled to pay a registration fee of Ten Thousand (10,000) FCFA, annual dues of Ten Thousand (10,000) FCFA and any other levy decided by the general assembly.

Section 4: Membership may be lost when the conduct of the association goes contrary to the constitution of the network or for conduct that impairs the rights of other members associations to enjoy the benefits of the network. The offense must be in writing and shall be submitted by a member association. Upon submission of the offense to the network, the offending member association has the right to a 7 day notice of the hearing before a regular general assembly and the offending member association may be suspended or expelled by a 2/3 affirmative vote of the voting members present.

ARTICLE 4

RIGHTS AND OBLIGATIONS OF MEMBERS

Section 1: RIGHTS

Clause 1: Shall freely enlist the assistance of the network in the conception and realization of its activities.

Clause 2: Shall be allocated a space on the NAYD website for publicizing its activities.

Clause 3: Shall receive updates on International and national events, youth opportunities and grants.

Clause 4: Shall participate in NAYD-CAMEROON's events and those of member associations.

Clause 5: Shall actively participate in discussions, the passing of rules and regulations and resolutions at any NAYD-CAMEROON General Assembly.

Clause 6: Shall participate in elections, during which the member association can vote and be voted into the network executive committee.

Section 2: OBLIGATIONS

Clause 1: Shall pledge to abide by the provisions of the constitution, general policies and rules and regulations of the network as adopted by the general assembly as well as the rules and regulations of NAYD INTERNATIONAL.

Clause 2: Shall not engage or pursue any course of action that may be inconsistent with the interests of the network.

Clause 3: Shall allow the publication of their achievements and activities realized through the network as those of the network.

Clause 4: Shall occasionally enlist their expertise in the conception and realization of the network's projects.

ARTICLE 5

ORGANIZATIONAL STRUCTURE

Section 1: The network shall be organized into the following organs: the Board of Directors (BODs), the Executive Committee (EC) and the General Assembly (GA). However, other sub-committees could be constituted by the General Assembly when deemed necessary.

Clause 1: The BODs shall consist of 4 -7 trustworthy individuals who have expressed and proven their interest in youth development activities. The BODs shall consist of a chairperson, vice chairperson and any other position deemed necessary. The country coordinator shall serve as the secretary of the BODs.

Clause 2: The EC shall consist of the country coordinator, administrative officer, programme officer, finance officer, treasurer, communication and public relation officer, provincial coordinators and any other position that may be deemed necessary.

Clause 3: The GA shall consist of all registered member associations, the EC, the BODs and two (2) representatives (delegates) from NAYD INTERNATIONAL.

Section 2: The BODs shall be constituted by the EC in consultation with the GA. The national organizational structure shall be replicated at the provincial and where necessary the divisional levels.

Section 3: The entire organizational structure of NAYD-CAMEROON shall be answerable to the mother organization, NAYD INTERNATIONAL through a member of the EC; the Country Coordinator.

ARTICLE 6

FUNCTIONS OF THE ORGANS OF THE NETWORK

Section 1: The GA shall be the supreme organ of the network. It shall hold at least four (4) times a year in agreed locations. It shall vote and adopt the policies as presented by the EC, vote the EC and budget, and approve the projects of the network.

Section 2: The EC shall run the day-to-day activities of the network.

Clause 1: The **Country Coordinator** shall preside over all meetings of the network or assign somebody to do so. He/she shall be responsible for the day-to-day operation and management of the network. He/she shall be the chief liaison officer and principal spokesman of the network. He/she shall collaborate with other organizations in formulating, encouraging and promoting policies, programmes, and activities that are consistent with the aims and objectives of the network. He/she shall ensure the proper execution of the Action Plan and the budget, and enforce the implementation of the constitution, and rules and regulations of the network. He/she shall provide direction and leadership through service to other members and be a co-signatory of the bank account(s) of the network. He/She shall equally perform any other duties assigned by the GA, BODs and Regional and International Offices of NAYD.

Clause 2: The **Administrative Officer** shall coordinate the recruitment of members into the network and keep an up-to-date list of such members. He/she shall record and keep minutes including attendance and summary of all decisions taken during any meeting. He/she shall in consultation with the country coordinator write and dispatch circulars, letters and other correspondences of the network and keep a record of such correspondences. He/she shall assume the role of the country coordinator in his/her absence and perform any other duties assigned by the country coordinator and the GA.

Clause 3: The **Programme Officer** shall serve as the overall manager of all network projects. He/she shall coordinate the capacity building of member associations, through the conception and organization of workshops, seminars and conferences. He/she shall maintain an accurate and up-to-date inventory of all furniture, equipments and other property of the network. He/she shall supervise all employees of the network, promptly report to the EC vacancies and recommend suitable persons to fill such vacancies. He/she shall submit monthly reports on country projects to the Project Director of NAYD INTERNATIONAL. He/she shall coordinate the activities of the various divisions/thematic groups of the network and perform any other duties assigned by the country coordinator and GA.

Clause 4: The **Finance Officer** shall serve as the overall financial manager to all the network's projects. He/she shall be responsible for the rational management of the network's financial resources. He/she shall keep clear and accurate financial reports/accounts of all receipts and disbursements of the network and make them available upon request to the appropriate authorities. He/she shall draw-up annual financial reports on income and expenditure accounts of the network. He/she shall prepare payment vouchers of all financial transactions before disbursement and be a co-signatory to the Network's Bank Account(s).

Clause 5: The **Treasurer** shall be the chief custodian of all funds belonging to the network, which shall be secured in any financial institution designated by the GA. He/she shall receive and disburse in accordance with the EC all funds belonging to the network. He/she shall equally be a co-signatory to the network's bank account(s), alongside the country coordinator and finance officer.

Clause 6: The **Communication and Public Relations Officer** shall be the principal advertising and marketing manager of the network. He/she shall prepare and present all publicity gadgets/materials for the network. He/she shall in consultation with the EC prepare and sanction the materials required for posting on the NAYD website. He/she shall be the principal liaison officer between the network and the NAYD webmaster. He/she shall coordinate the activities of any future editorial committee/publications of the network. He/she shall regularly update the NAYD INTERNATIONAL Communication/Public Relations

Officer on all country office activities/events, for publication on the NAYD website and newsletter. He/she shall equally perform any other duties assigned by the country coordinator and GA.

Clause 7: The **Provincial Coordinators** shall replicate the role of the country coordinator at the level of the provinces. He/she shall represent the country coordinator at the provincial level and oversees communication between the provincial office and the country office. He/she shall work in collaboration with the programme officer in the execution of NAYD-CAMEROON provincial projects.

Section 3: The BODs shall serve as advisers/consultants for the overall operation, management and administration of the network. They shall coordinate the fundraising activities of the network. They shall receive bi-annual reports from the network and make recommendations on strategies of enhancing the output of the network. They shall equally serve as patrons of the network.

Section 4: The delegates from NAYD INTERNATIONAL shall serve as supervisory/advisory authorities of network; seeing into it that the activities of the entire network are in conformity with the mission and vision of the mother organization.

ARTICLE 7

ELECTIONS AND MANDATE OF THE EXECUTIVE COMMITTEE

Section 1: Only individuals from member association duly registered and who have met up with all the obligations of the network shall be qualified to be elected into the executive committee. Member associations shall be represented by an individual during any election. However, only one person can be voted into any executive committee.

Section 2: During elections the NAYD INTERNATIONAL delegates shall also be eligible to vote but cannot be voted into the EC.

Section 3: All elections shall be carried out only during the general assembly, which could be ordinary or extraordinary.

Section 4: At least a 21-day notice shall be provided for any meeting during which an election would be held.

Section 5: Nominees for any executive committee position shall confirm their desire to serve in the said capacity.

Section 6: Votes shall be cast by secret ballot and counted by an unbiased committee.

Section 7: The mandate for the members of the executive committee shall be two years and they shall be eligible for re-election.

Section 8: In case of any vacancies, the Executive Committee shall choose any competent individual member of the network to carry out the duties created by vacancy until the next general assembly where the individual so chosen shall be confirmed or replaced.

Section 9: Any member so elected shall serve for the remaining term of office of the originally elected official.

ARTICLE 8
MEETINGS

Section 1: Ordinary general meeting (OGM) shall be held at least four times a year and member associations shall be informed at least 21 days before the meeting.

Section 2: The Executive Committee, with a simple majority vote, shall have the power to call an Extra-ordinary general meeting (EGM) of the network at any time for any specific purpose upon giving 14 days notice to the members.

Section 3: Ordinary members of the network who wish an EGM on any specific issue must do so through informing the Executive Committee in writing. The Executive Committee shall then decide through a simple majority vote whether to call one.

Section 4: Executive Committee meetings; physical or online shall be held at least 6 times a year (once in two months).

Section 5: Board of Directors meeting shall be held at least twice a year.

Section 6: The quorum at a general meeting (OGM or EGM), Executive Committee meeting and Board of Directors meeting shall be 2/3 of the membership, or such other numbers as the network may in a general meeting from time to time determine.

ARTICLE 9
INTERNAL RULES AND REGULATIONS

Section 1: Upon the adoption of the constitution, the Executive Committee shall be given the mandate to draw up the internal rules and regulations. This process shall last not longer than 60 days from the date of adoption of the constitution.

Section 2: The draft internal rules and regulations shall be adopted during the nearest general assembly of the network and shall complete the constitution.

Section 3: Any issue not directly addressed by the constitution and the internal rules and regulations shall be resolved following a simple majority vote of the forum concerned.

ARTICLE 10
AMENDMENTS TO THE CONSTITUTION

Section 1: Proposed constitutional amendment or changes shall be presented in writing to the network 21 days before the date of the meeting during which the amendment is expected.

Section 2: An approval of 2/3 of the member associations present at the general meeting shall pass this proposed amendment. The amendment shall be immediately effective unless otherwise stipulated by the proposal. Voting by proxy shall be permissible provided there is a written statement declaring such an attention by the member.

Section 3: A copy of the constitution/internal rules and regulations and/or amendments to the constitution shall be filed to the members of the BODs.

ARTICLE 11

DISSOLUTION OF THE NETWORK

Section 1: If the Executive Committee by a 2/3 vote decide at any time on the ground of expense or otherwise it is necessary or advisable to dissolve the network, it shall call an EGM of the network not less than 21 days notice. The terms of the resolution to be proposed at the meeting must be stated in the communiqué calling for the EGM.

Section 2: Such a meeting shall hold in the presence and coordination of a NAYD INTERNATIONAL representative/delegate for the deliberations and resolutions to be valid.

Section 3: The decision for dissolution shall be validated by a 2/3 majority of the vote cast in relation to the resolution at such a meeting.

Section 4: In the case of dissolution, the Executive Committee in consultation with the BODs shall sell the assets of the network as they may consider it appropriate for the best price reasonably attainable and settle the debts and liabilities of the network.

Section 5: Any assets remaining after the satisfaction of such debts and liabilities shall be returned to the awarding body, or otherwise given or transferred to such other organizations having similar objectives to the network as the Executive Committee may determine.

ARTICLE 12

CONSTITUTION

Section 1: The Constitution shall be in English and French and made available at the office of the Administrative Officer of the Network.

Section 2: It shall be implemented as the Constitution of NAYD-Cameroon.

Adopted in BUEA on the: 30 June 2007

Have signed for the Network:

NAMES OF MEMBERS AND THEIR RESPECTIVE ORGANISATIONS:

- | | |
|-------------------------------|-----------------------|
| 1. Chi Primus | ICCHRA-CAMEROON |
| 2. Pochi Tamba | MAYA INITIATIVES |
| 3. Christian Phuebong Tabifor | BAPESU |
| 4. NKEM Bellamin Fonkeng | AHURTOD |
| 5. TCHATCHOUANG Raoul | POSSCUB |
| 6. Dr. Walters SAMAH | CACEPED INTERNATIONAL |
| 7. TANCHIE Cletus Enow | GREENPLANET CIG |
| 8. EKEZUNG Scott | GREENPLANET CIG |
| 9. SHEY Aloysius Sah | YECEDAT CIG |
| 10. NANA Celestin | GOAHEAD |
| 11. TANGE Maurice M. | PAID-WA |