

**ENVIRONMENTAL MANAGEMENT
AND
ECONOMIC DEVELOPMENT ORGANIZATION**

(EMEDO)

**CONSTITUTION
OF**

**THE ENVIRONMENTAL MANAGEMENT AND ECONOMIC
DEVELOPMENT ORGANIZATION**

PREAMBLE

We members of EMEDO are committed to promote sustainable management of the environmental resources and Economic development through improving livelihoods of people in Tanzania Mainland.

WHERE AS: Sustainable Poverty Reduction is the ultimate and overall development goal of policies currently being implemented by the Government of the United Republic of Tanzania.

AND CONSIDERING: that the basic causes of poverty in Tanzania are among others related to unequal access and utilization of natural resources and the economic and social imbalances in the communities;

CONSCIOUS: of the increasing need of community's environmental, economic and social emancipation;

CONSCIOUS: of the existence in Tanzania of a number of organizations, individual and associations desirous of promoting effective management of the said resources through community based national and regional strategies.

BEING AWARE: that Civil Society has a duty and indeed an obligation for playing a vital role in managing both the environment and its resources and improving the economic and social well being;

MINDFUL: of the fact that the decreasing Environmental, Economic and Social Balance in the society, a greater part of which members of the local communities, both scientists and laymen, stand at a good chance of improving the same;

MINDFUL: of the fact that it is desirable, that the organization be made known to the general public through the media, workshops, seminars, conferences, meetings and many other means;

DO HEREBY adopt and give to ourselves this constitution as a basis for the realization of our herein below declared objectives. We founder members of EMEDO,are determined to do all that is necessary for the environmental, economic and social betterment of communities in Tanzania Mainland.

1.0 ESTABLISHMENT

- 1.1 We hereby establish a Non Governmental Organization to be known as **“ENVIRONMENTAL MANAGEMENT AND ECONOMIC DEVELOPMENT ORGANIZATION”** hereinafter referred as **“EMEDO”**.
- 1.2 **“EMEDO”** shall be a non-political, independent, non- religious, non-profit making Organization and it shall maintain neutrality in politics, and it shall not be affiliated to any political party.
- 1.3 The headquarters of **“EMEDO”** shall be in the City of Mwanza.
- 1.4 The organization shall in future have regional and district offices in the Lake Victoria riparian regions of Mwanza, Kagera, Mara and Shinyanga.

2.0 INTERPRETATION

- 2.1 In this constitution, unless the context otherwise requires, the following expressions shall have the following meanings.
- 2.2 **“Constitution”** means the constitution of this organization.
- 2.3 **“Organization”** means Environmental Management and Economic Development Organization.
- 2.4 **“EMEDO”** means an NGO known as the Environmental Management and Economic Development Organization.
- 2.5 **“Chairperson”** means the Chairperson of the organization subject to terms of office.
- 2.6 **“Secretary”** means the secretary General of the organization subject to term of office.
- 2.7 **“Treasurer”** means the treasurer of the organization subject to terms of office.
- 2.8 **“Director”** means the Director of the organization subject to terms of office.

3.0 AIMS AND OBJECTIVES

3.1 AIM

The overall aim for which “EMEDO” is established is:
to contribute in improving communities’ livelihoods and managing the environment through sustainable utilization of natural resources and application of environmentally sound, economically viable and socially acceptable technologies.

3.2 OBJECTIVES

The objectives which EMEDO intends to implement are:

- 3.2.1 Tackling rural poverty through promoting sustainable farming systems which are environmentally sound, economically viable and socially acceptable.
- 3.2.2 Fostering rational utilization of natural resources for sustainable development in healthy, cleaner and friendly environment in order to ensure food security, diversify sources of income and improved livelihoods of communities.
- 3.2.3 Empowering/awakening the communities to own and manage the environmental resources sustainably using their indigenous knowledge and incorporating science and technology where necessary.
- 3.2.4 Initiate, promote and coordinate community based strategies for livelihood improvement and sustainable utilization of resources so as to ensure sustainable use through out. These strategies shall include but are not limited to the following;
 - (a) Fisheries Management
 - (b) Wetlands management
 - (c) Forestry management
 - (d) Land use management
 - (e) To promote environmentally sound investments.
- 3.2.5 Stimulate and promote community based income generating activities aimed at reducing income poverty, which are conscious of the environmental impact.
- 3.2.6 Encourage the communities in Tanzania and especially in the Lake Victoria basin improve their health status and sanitary conditions and contribute to processes aimed at haltering the ongoing spread of HIV/AIDS, Malaria and other pandemic diseases.

- 3.2.7 Protect water sources and their environment.
- 3.2.8 Foster carrying out of studies and research on issues related to environment, economic and social matters.
- 3.2.9 Organize seminars, workshops, debates, public forums, trainings, documentation for the purposes of raising awareness, imparting skills and sharing of experiences intended to enable communities to participate and contribute effectively on Environmental management, Social and economic activities.
- 3.2.10 Liaise with local, national and International organizations and agencies for the purpose of involving other actors in order to have a multi actors' action.
- 3.2.11 Establish centers and learning institution for Environmental Management.
- 3.2.12 To conduct non profit making consultancy services to ensure organization sustainability.

4.0 POWERS OF THE ORGANISATION

For the purpose of carrying out of the aims and objectives of the organization under this constitution, EMEDO may: -

- 4.1 Acquire premises necessary or convenient for the conduct of the affairs and business of the organization and may, for that purpose, buy, take in exchange, hire or otherwise acquire immovable and/or movable property.
- 4.2 Raise loans, overdraft facilities or borrow monies in such amounts and for such purposes and under conditions as may be determined by the General meeting.
- 4.3 Employ; engage upon such terms and conditions as the national General meeting may consider fit such persons as may be necessary for conducting the affairs and business of the organization.
- 4.4 Establish partnership, collaboration, coalition or integration with any local or International organization, donor agencies etc. contributing to the aims, objectives and functions of the organization.
- 4.5 Do all lawful acts and things as shall be deemed necessary for establishment of any or all of the objects of the organization.

5.0 MEMBERSHIP

There shall be four categories of membership to the organization. The categories shall be herein below prescribed.

5.1 FOUNDER MEMBERS: shall be those who have signed the founding instruments of EMEDO.

5.2 ORDINARY MEMBERS: shall be individuals interested in environmental management and economic development that shall be admitted by the General meeting.

5.3 ASSOCIATE MEMBERS: any interested individual professional subscribing to the aims, objectives and functions of the organization may become a member of EMEDO under this category after being admitted by general meeting on recommendation of the Executive committee.

5.4 HONORARY MEMBERS: this category shall comprise of the serious and highly committed individuals, undertaking or institution as life members subscribing to the aims, objectives and functions the organization.

5.5 RESPONSIBILITIES OF THE MEMBERS

All members of the organization shall have the following rights and responsibilities:

- i. Voting right provided that one member shall have only one vote in any meeting of the organization.
- ii. To participate in the election of leaders of the organization.
- iii. To contest for any leadership position in the organization.
- iv. To attend meetings of the organization as prescribed in this constitution.
- v. To defend him/herself against any charges instituted against him or herein respect of omission or commission of any obligation or rights of members prescribed in this constitution.
- vi. To participate in the activities of the organization
- vii. To be informed of the progress, assets and financial position of the organization under the regulations prescribed in this constitution.
- viii. To pay annual subscription fees, donations, grants and ex-gratia contribution as shall be determined by the organization from time to time.
- ix. To support and facilitate by deeds, the activities of the organization in order to enhance sustainable development and establishment of objects of the organization.
- x. To abide by the constitution and regulations of the organization and to honor decision and establishment of objects of the organization.
- xi. To attend constitutional meetings of the organization whenever is so required.

5.6 TERMINATION OF MEMBERSHIP

A member of the organization may cease to be one on any of the following grounds: -

- i. Voluntary withdrawal.
- ii. Expulsion for disgraceful conduct detrimental to the well being of the organization provided that a member shall be given an opportunity to defend him or herself prior being so expelled.
- iii. Upon mental incapacitation or death of an associate member.

6.0 SUBSCRIPTION FEES GRANTS AND DONATIONS

Members shall pay their fees annually at the rate and in the manner as shall be determined and revised by general meeting from time to time.

- 6.1 Provided that any monies paid by way of subscription to the organization shall be remitted to the EMEDO secretariat in proportions or percentages as shall be determined by the general meeting.
- 6.2 The organization may from time to time request for donations, grants and ex-gratia contributions from members and non-members within the country and abroad, in order to enhance the organizations financial and material base.
- 6.3 Any member may, at any time give ex-gratia contribution to the organization over and above the fees and annual subscription.
- 6.4 The organization may raise through endowment funds whenever possible.

7.0 ORGANISATION AND MANAGEMENT OF EMEDO

- i. For the purpose of carrying out its aims and objectives under this constitution, the organization shall establish the following principal organs with delegated responsibilities as here in below prescribed:
 - a) General meeting
 - b) Executive committee
 - c) Special committee
 - d) Any other organ that shall be established under this constitution for performance of its functions.
- ii. EMEDO shall have the following officers:
 - a) Chairman
 - b) General Secretary
 - c) Treasurer
 - d) Director

7.1 GENERAL MEETING

There shall be the General meeting of the organization once every year at a place and time to be determined by the Executive committee.

- 7.1.1 The general meeting shall be composed of all members of EMEDO.
- 7.1.2 Any other general meeting of the organization shall be an extra ordinary one. An extra ordinary general meeting may be convened by the General Secretary of the organization or on a requisition of not less than one third of the members specifying the objects of the only matters to be transacted at the meeting.
- 7.1.3 The quorum at the general meeting shall be two third of the members.
- 7.1.4 Each founder member and each ordinary member shall have one vote at all general meetings.
- 7.1.5 The general meeting shall be the supreme decision making body of the organization. Its powers and function shall therefore be:
 - i. To consider and adopt the annual report of the organization and fixing annual fees.
 - ii. To consider and decide on any issue arising in relation to the constitution of the organization.
 - iii. To deliberate upon and approve the annual programs and budget for the ensuing year.
 - iv. To elect the chairman, general secretary and reconstitute the Executive Committee whenever it is due.
 - v. To deal with other business duly placed on the Agenda at the commencement of the meeting.
 - vi. To consider, alter, or repeal any articles of the constitution of the organization. Such amendment, alteration or repeal must be made by resolution supported by votes of three fourths of all paid up members.

7.2 EXECUTIVE COMMITTEE

- 7.2.1 There shall be the Executive committee which shall consist of the following members: -
 - (a) The chairperson.
 - (b) The Executive secretary
 - (c) The treasurer
 - (d) Chairperson of the special committee established under section 7 i (c) and two other members elected by members.

7.2.2 Members of the executive committee shall hold office for a period of two years and may be re-elected once. The executive committee shall meet once quarterly but extra ordinary meetings of the committee may be convened at anytime.

7.2.3 The executive committee shall be the in-charge of the management of the affairs and business of the organization and shall for that purpose:

- i. Formulate and plan the activities, programs and projects of the organization.
- ii. See to the proper and efficient use and management of finance.
- iii. Make and publish rules and regulations of the organization.
- iv. Prepare final and audited accounts of the organization
- v. Prepare the annual operating budget of the organization.
- vi. Approve progress reports from the secretariat.
- vii. Recruit professional, qualified, competent and committed staff of the organization.

7.3 THE CHAIRPERSON

The chairperson shall be the main representative and chief spokesman of the organization; he / she shall for that purpose

- (a) Preside over all constitutional meetings of the organization.
- (b) Be the principal overseer of all the affairs and business of the organization.
- (c) Prepare or cause to be prepared annual reports and plans of the organization for presentation to the Executive committee and general meeting.
- (d) Be a signatory to the organization bank account and other documents of the organization.
- (e) Shall remain in office until expiry of his/her term of office unless he or she dies, resigns or is faced by criminal charges or any other charges related to misuse of funds or power, becomes incompetent by way of recklessness or infirmity of body or mind as to render him until for the office.
- (f) Provided that only the Executive Committee shall be vested with powers to suspend or institute charges against the chairperson. In such cases chairperson shall be suspended by the executive committee and thereafter summoned to appear before the General Assembly and defend him/herself.

7.4 THE GENERAL SECRETARY

The Secretary of the organization shall

- (a) Keep or cause to be kept all records of the organization.
- (b) Convene all meetings of the organization in collaboration with the Director.
- (c) Be a signatory to the organization bank account
- (d) Be responsible to the chairperson on day today operations of the organization and accountable to the Executive committee.
- (e) Assist members to solicit funds and/or develop partnership with donor agencies.
- (f) Shall after completion of office term, be the chief advisor to the incoming secretary general on projects/programs for a period of 3 years.

7.5 THE TREASURER

The treasurer shall be the overall in charge and the custodian of the finance of the organization. He or She shall for that purpose.

- (a) Prepare or cause to be prepared the annual budget of the organization.
- (b) Keep or cause to be kept proper books audited annual statements of account.
- (c) Prepare or cause to be prepared audited annual statements of account.
- (d) Be a signatory to the organization bank account and other financial documents.
- (e) Advice the chairperson and the Executive committee on matters related to finance.

7.6 THE SECRETARIAT

There shall be the secretariat composed of professionals and full time employees of the organization appointed by the Executive committee. The duties, powers and responsibilities of the secretariat shall be vested upon the Director of the organization.

7.7 THE DIRECTOR

The Director shall be a full time employee of the organization assisted by professional staff appointed by the Executive Committee. The Director, shall have the following duties,

- (a) Be the organization overall co-coordinator and administrator
- (b) To manage the organization staff.

- (c) To prepare NGC meetings in collaboration with the general secretary.
- (d) To efficiently manage the organization finance.
- (e) To act as minute secretary to the organizations Executive Committee meetings and general assembly.
- (f) All correspondences shall be addressed to the Director who may delegate his/her responsibilities to other officials of the organization.
- (g) Do other duties as shall be assigned to him/her by the Executive committee from time to time.

8.0 REMOVAL FROM OFFICE AND APPEALS

Any office bearer to any organ of this organization established under this constitution shall remain in office until expiry of his or her term unless he or she is facing criminal charges or any other proven charges regarding misuse of power, funds, dishonesty, incompetence, mental incapacity or death.

9.0 SPECIAL COMMITTEE

- i. The general meeting may from time to time by the recommendation of the Executive Committee establish special committees with specific terms of reference.
- ii. Pursuant to (i) above, the general meeting may empower the executive committee to appoint members of the special committee.
- iii. In appointing those members, the executive committee shall pay due regard the subject under study and appointment may be made from within or without members of EMEDO.

10. DISSOLUTION OF THE ORGANISATION

- 10.1 By votes of at least three fourths of all paid up members during general meeting and taken after a notice served at least thirty clear days prior to the said meeting, the general meeting may pass a resolution to dissolve the organization.
- 10.2 Upon such resolution being as foresaid, such resolution shall be forwarded to the Register of Societies within fourteen days thereafter.
- 10.3 Upon dissolution, the funds held by the organization after settlement of all outstanding liabilities together with any ongoing project of the organization shall be handed over and bestowed upon any organization which shall at that particular time be concerned with projects and objects similar, skin to or generic to

the objects of EMEDO and or the particular projects
to be handed over.

11. MISCELLANEOUS PROVISIONS

Nothing in this constitution shall be changed, altered, varied or amended except by resolution supposed by votes of at least three fourths of all members voting at the General meeting.

This constitution shall become effective and operative upon being adopted by the first General Meeting in this case therefore attended by the founder members.

Signed by

Chairperson:

General Secretary

Name:.....

Name:.....

Signature:.....

Signature:.....

In this..... day of..... 2006