

# TANZANIA YOUTH VISION ASSOCIATION



**TYVA**

## **CONSTITUTION**

**AS AMENDED AND APPROVED  
BY**

**THE SPECIAL GENERAL MEETING ON THIS  
22<sup>ND</sup> APRIL, 2017**

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**PREAMBLE**

Whereas the recognition of the inherent dignity and of the fundamental human and peoples rights is the foundation of peace, freedom and justice,

Whereas the promotion of collaboration and friendly relation among youth is crucial for their advancement and understanding impediments for failure of Tanzanian youth,

Whereas the role of youth in Tanzania is of great interest considering that they compose majority of the country's workforce and provided that denial of their basic needs equals under developing in a society.

With the intent upon the realization of this pledge;

Now;

Therefore,

We, the youth of Dar-Es-Salaam based Secondary Schools and higher learning institutions on behalf of the youth of Tanzania solemnly resolved to form an Association and adopt this constitution for the same.

## **ARTICLE 1**

- 1.1 The name of the Association shall be The "TANZANIA YOUTH VISION ASSOCIATION" abbreviated as TYVA and herein referred to as "the Association"
- 1.2 The Association shall be a voluntary, not for profit, non Governmental Organization established in accordance with the laws of the land and operate in accordance with this constitution
- 1.3 The headquarters of the Association shall be in DSM, in the United Republic of Tanzania. The business of the Association shall be conducted at the head office and such other places as may be determined in accordance with this constitution
- 1.4 The official languages for the Association shall be Kiswahili and English

## **ARTICLE 2**

2.1 The main objectives of the Association shall be to bring together the youth of Tanzania with a view of realizing and mobilizing their talents and potentials in the spirit of promoting peace, democracy, socio-economic development and protection of the environment

### **2.2 The specific objectives shall constitute:**

2.2.1 To explore and explicitly seek an insight into the core challenges facing the youth generation

2.2.2 To heighten awareness of young women and men in various subjects as such as HIV/AIDS, Drug abuse, Adolescent Sexual and Reproductive Health and National policies to enable them becoming able parents, citizens and leaders of the society

2.2.3 To collectively prepare youth to enter the world of globalization and its multidimensional implications

2.2.4 To participate in the conservation of the flora and fauna of our country

2.2.5 To probe ways of helping youth who are in need, such as persons living with disability, orphans and street children

2.3.1 Fundraising activities so as to implement the Association's projects

2.3.2 Information collection and dissemination

2.3.3 Training, consultation and/or counseling to provide a forum for learning

2.3.4 Widen the area of coverage of the Association in a way of outreach

2.3.5 Conduct workshops, conferences, seminars, symposiums, and meetings to bring the youth together expressing their opinions and exchange experiences

2.3.6 Liaising with both local and International organizations having similar interests towards Youth

2.3.7 Do any other functions as shall be conducive to attainment of the foregoing objectives jointly and/or severally

### **ARTICLE 3**

3.1 The Association shall have the following categories of membership:

#### **3.1.1 Ordinary members;**

These are Tanzanians aged between 16 and 30 years who are either founder members or members recruited by 3<sup>rd</sup> May, 2003 or branch members who affirm this constitution

#### **3.1.2 Honorary members**

Are individuals who have exceeded the age of 30 years but still support the activities of the Association.

#### **3.1.3 Associate members**

Organizations, institutions, clubs, chapters and other non-partisan bodies shall be entitled to associate membership

### **3.2 Application for membership**

Application for membership shall be addressed to the Secretary General of Association in writing; applicant shall be deemed to be a member of the Association upon the notification of receipt of the application and after the acceptance to issue the membership identity

3.3 All members shall pay an entry fee simultaneous with the application and annual subscription as may be set by the organization

3.4 Only the Ordinary members in the Annual General Meeting shall vote; other categories of membership shall not vote

### **3.5 Termination of the membership**

Membership of a member shall cease in any of the event herein stated

3.5.1 If a member notifies the Secretary General of the wish to resign the membership in writing one month in advance

3.5.2 If he/she leaves Tanzania Permanently and has taken new citizenship elsewhere

3.5.3 If a member's subscription is more than two years in arrear

3.5.4 Death of a member

3.5.5 Voted out by simple majority of the executive committee on grounds of working contrary to the objectives of the Association, this, however shall be ratified by the AGM to come in the effect

### **3.6 Patron/Matron**

3.6.1 There shall be a Patron/Matron who shall come among the honorary members to be symbolic head and advisor to the Association

3.6.2 He/she shall be nominated by the Executive committee and approved by the AGM

## **ARTICLE 4**

### **4.1 Branches of the Association**

The Association may open Branch (es) in any place within the United Republic of Tanzania, as it deems appropriate depending on the priorities of the Association.

A branch is formed when the Executive committee has provided provisional recognition and approved by the General Assembly

4.2 Each branch shall operate in line with this constitution but will have its own internal rules and regulations

## **ARTICLE 5**

### **5.1 Officers of the Association**

The following shall be the officers of the Association

5.1.1 The Chairperson

5.1.2 The Vice-Chairperson

5.1.3 Secretary General

5.1.4 Deputy Secretary General

5.1.5 The Treasurer

5.2 The officers of the Association shall be elected by the General meeting for a term of two years and they shall be elected by secret ballot

5.3 The officers shall be eligible for re-election for another term but not more than two terms in total

### **5.4 Duties of the Officers**

#### **5.4.1 The Chairperson**

i) Shall be the head of the Association chairing at the meeting expect those at Secretariat and sub committees and shall have a casting vote

ii) Shall be the chief spokesperson of the Association

#### **5.4.2 Vice-Chairperson**

i) Shall assist the chairperson with his responsibilities and functions as chairperson in the absence of chairperson

#### **5.4.3 Secretary General**

- i) Shall record and keep the files of the Association
- ii) Shall present the Annual report of Activities of the Association to the General meeting
- iii) Shall prepare and present the Annual calendar to the General meeting
- iv) Shall deal with the correspondence of the Association
- v) Shall be responsible for convening meetings

#### **5.4.4 Deputy Secretary General**

i) Shall assist the Secretary General in all the duties and assume the position in his/her absence

#### **5.4.5 Treasurer**

- i) Shall write and keep the books of accounts
- ii) Shall, together with Chairperson and/or Secretary General prepare all the necessary banking proceedings.
- iii) Shall give the report on the Association's financial situation at the Annual General Meeting

### **ARTICLE 6**

#### **6.1 The Executive Committee**

6.1.1 There shall be an Executive committee of the Association that shall consist of all five officers of the Association and other five members elected at the same time and procedures as the officers of the Association are elected

#### **6.2 Functions of the Executive Committee**

- 6.2.1 It shall be responsible for the day to day running of the Association
- 6.2.2 It shall be an organ that arranges for the General Meeting of the Association
- 6.2.3 It may delegate any of its powers to any officers or sub-committee
- 6.2.4 It shall control the administration and finances of the Association
- 6.2.5 It may suspend any office bearer, member or trustee upon proof of violation of leadership ethics, misconducts and vote of no confidence pending the final decision of General Meeting

#### **6.3.1 The General Assembly**

**6.3.2** There shall be the General Assembly that shall consists of all members of the Executive Committee, representatives from each branch of the Association, the founder members, the members recruited by 3<sup>rd</sup> May, 2003, honorary members and associate members

**6.3.3 Functions of the General Assembly:**

- i) It is a body that elects office bearers and other members of the Executive Committee
- ii) It shall review the budget of the preceding year and shall approve the budget of the next financial year
- iii) Discussing and commenting on the report of Secretary General
- iv) It shall approve the name(s) of Patron/Matron and Trustees
- v) Performs any other functions as for the interest of the Association
- vi) Shall set the rules and terms of relationships with branches and associate members

**6.3.4 The Secretariat**

**6.3.5** The Executive Committee shall appoint a Secretariat to handle the day to day affairs of the Association as it deems fit. The Secretariat shall be headed by an Executive Officer who will supervise the activities of the whole secretariat and shall have the authority to conduct transactions on behalf of the Association up to a level so determine by Executive Committee; the secretariat shall be responsible and report to the Secretary General

**6.4 Board of Trustees**

**6.4.1** There shall be a Board of Trustees of the Association, which shall consist of between two to eleven individuals from within or outside the Association. The members of the Board of Trustees shall be nominated by the Executive committee and approved by the Annual General Meeting and the said Trustees shall be persons of integrity and rectitude in the society

**6.4.2 Functions of the Board of Trustees:**

- i) It shall be responsible to oversee the assets, liabilities and capital of the Association
- ii) The property of the Association whether moveable or immovable shall be vested in the board of trustees and it shall be able to sue or being sued as well as concluding contracts for and on behalf of the Association
- iii) Subject to this constitution the board of trustees shall be registered and operate in accordance with the CAP 375 OF THE LAWS OF TANZANIA and such other laws governing Trusteeship in Tanzania

**6.4.3** Members of the Board of Trustees shall hold the office for a term of three years and shall be eligible for re-election upon the expiration of that term

**6.4.4** The Board of Trustees shall meet twice a year



6.4.5 The Board shall appoint its chairperson among the members of the board of trustees

6.4.6 A person shall cease to be a trustee upon:

Death

Resignation

Health problems

Conviction of serious offence punished for imprisonment for more than six months

## **ARTICLE 7**

### **7.1 Annual General Meeting-AGM of the General Assembly**

7.1.1 The Annual General Meeting shall be the supreme organ of the Association responsible for the whole of its policy and work as defined in this constitution

7.1.2 It shall have the authority to decide on all questions submitted to it by any member of the Association or the Executive committee in accordance with the procedures set forth in this constitution

7.1.3 Annual General Meeting shall be held at least once a year

7.1.4 Executive Committee shall propose the Agenda for AGM and circulate to members one month before the AGM to seek comments and inclusion of new items as per need of members

7.1.5 Twenty-one days notice shall circulate, in writing, to all members notifying them of the date, venue and Agenda of the meeting. The business of the meeting shall be restricted to those mentioned in the Agenda.

7.1.6 The chairperson of the Association shall preside the Annual General Meeting. In his/her absence the Vice-chairperson shall take the role and in such case of absence of both officers any member shall be elected at the meeting to act accordingly

### **7.2 Executive Committee Meeting**

7.2.1 Execution committee shall meet at least once in every two months as may be convenient

7.2.2 It shall perform the functions assigned to it's as stated in this constitution

7.2.3 Extra Ordinary Meeting

7.2.4 An emergence General meeting may be convened at any time of the year apart from the regular Annual General Meeting

7.2.5 It shall have the notification of fourteen days to the members of General Assembly

7.2.6 A petition of one third of AGM members submitted to the Executive Committee shall be able to call an Extra Ordinary Meeting

7.2.7 It shall deal with such matters needing immediate attention of the General Assembly as may be determined by the convener

## **ARTICLE 8**

## **8.1 Finances**

**8.1.1** The Association shall derive finances from members' contribution, fundraising and from different finances for its projects

**8.1.2** All incomes of the Association shall be deposited in a bank account to be operated jointly by the Treasurer, the Secretary General and the Chairperson; at least two signatures of Treasurer inclusive, will be required to validate each cheque or withdraw or affect bank account

**8.1.3** The treasurer shall keep the Executive Committee informed of the financial situation of the Association. The Treasurer with the aid of the Executive Committee shall prepare a budget that shall be submitted to the AGM

**8.1.4** The financial year of the Association shall end on 31<sup>st</sup>, December of each year.

## **8.2 Accounts and Audits**

**8.2.1** An audited balance sheet for each financial year shall be prepared by the treasurer to be submitted in the AGM

**8.2.2** A receipt voucher for every sum of money paid out of the fund of the Association shall be kept for auditing process

**8.2.3** Statement of Accounts shall be checked by the Auditors appointed by the General Assembly.

## **ARTICLE 9**

### **9.1 Quorum**

The quorum for all meetings of all organs of the Association shall be a simple majority of its members present

## **ARTICLE 10**

### **10.1 Decisions**

Decisions of the organs of the Association shall be by simple majority of those present and voting

## **ARTICLE 11**

### **11.1 Amendments to the Constitution:**

**11.1.1** Amendment to this Constitution may be proposed, in writing, any member or by Executive Committee. The proposal shall reach the Secretary General at least two months before the Session of Annual General Meeting

**11.1.2** Proposals for amendments, together with the comments of the Executive Committee, shall be circulated to members not less than twenty-one days before an ordinary Session of the AGM which will consider them

**11.1.3 Amendments to this constitution can be made by the AGM or Extra Ordinary Meeting by a vote of two thirds of those present and voting and shall come into effect on their adoption**

## **ARTICLE 12**

### **12.1 Common Seal**

The common seal of the Association shall bear the following inscription: "Tanzania Youth Vision Association [TYVA]" and will only be affixed to documents in the presence of any two of the Association officers or trustees.

**Adopted this 22<sup>nd</sup> day of April, 2017 and signed by**

**Chairperson Nuria L. Mshare**

**Secretary General Saddam A. Khalfan**

**Three members: 1. Makwita, Selemani Abdul**

**2. DianaRose Leonce Lyimo**

**3. Justine Godson Mponda.**