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CONSTITUTION OF THE STUDENT CHRISTIAN ORGANIZATION OF MALAWI

PART 1: PRELIMINARY

Name and Address 01. (a)The name of the Organisation shall be STUDENT CHRISTIAN ORGANISATION OF MALAWI, hereinafter referred to as the ‘ORGANISATION’ in brief “SCOM Constitution.

(b) The Constitution shall be referred to as “Constitution of the Student Christian Organisation of Malawi”, in brief SCOM Constitution.

(c) The registered office of the organization shall be situated in Lilongwe, Malawi.

(d) The postal address of the organization shall be Post Office Box 657, Lilongwe.

Patron 02. (a) The Patron of the Organisation shall be elected by the National General Council as its Annual General Meeting.

(b) Within 30 days of the election, the National Executive committee shall notify the proposed Patron in writing who shall also consent in writing.

(c) The Patron shall hold office for a period of five years, after which he/she may be re-elected.

(d) The Organisation shall not be obliged to have a Patron

- (e) The Patron, if appointed shall reserve Honorably and Advisory capacities with public relational and promotional functions.

Interpretation 03. In this Constitution, unless context otherwise requires:

“**Organisation**” shall mean the Student Christian Organisation of Malawi;

“**Constitution**” shall mean the Constitution of the registered Trustees of the Student Christian Organisation of Malawi;

“**Council**” shall mean the National General Council;

“**Executive Committee**” shall mean the National Executive Committee of SCOM as established under Section 09.3 of the Constitution;

“**Student**” shall mean any person studying at any of the post-primary institutions in Malawi;

“**Bible**” shall necessarily mean both the Old and New Testament of the Holy Bible;

“**Scriptures**” shall mean the Word of God as written in the Bible;

“**Statement of Faith**” shall mean the statement of faith established under Section 07 of the constitution;

“**Member**” shall mean member of the organization in terms of Section 07 of the constitution;

“**Church**” shall mean the world wide Church of believers in the Lord Jesus Christ as Messiah, Lord and coming Judge of the world.

“**Denomination**” shall mean any denomination of any Christian congregation;

“**Jesus Christ**” shall mean as portrayed in the Bible;

“**Men/Man**” shall necessarily include women/woman;

“**General Secretary**” shall mean the employed Chief Executive at the national secretariat of the organization.

“**Associates**” shall mean any elderly Christian friend who loves Jesus Christ and is interested in working with students in the organization and support the organization.

“**Senior friend**” shall mean any non-student Christian who is interested in working with Students at a particular institution and has been officially attached to the institution by the organization.

“**Section**” shall mean the University and Colleges’ Section of the organization;

“**Region**” shall mean any of the three regions of Malawi;

“**Branch**” shall mean a group of Christian students operating under the organization at a particular institution;

“**Employed Staff**” shall mean persons on a regular paid up contract with the organisation;

“**Voluntary Staff**” shall include all the associates and senior friends;

“**Moral Standards**” shall mean standards as determined by the Bible.

“**Trustees**” shall mean the registered trustees of SCOM;

“Fellowship” shall mean the SCOM-Associates Fellowship;
“Zone” shall mean a local group of the SCOM-Associates Fellowship established under section 08 (a);
“National Committee” shall mean the National SCOM-AF Committee as established under section 11.6;

PART 11: OBJECTIVES, STATEMENT OF FAITH AND POWERS

Objects of the Organisation

- 04.** The organisation shall be non-profit making ecclesiastical and interdenominational organisation whose objectives shall be:
- (1) To call all students to personal faith in God the Father, the Son and the Holy Spirit according to the Scriptures, and to a life of union with Jesus Christ through the power of the Holy Spirit.
 - (2) To deepen the spiritual life of students through prayer, study of the Holy Scriptures as the Word of God and the true record of God’s revelation of Himself to man, and worship.
 - (3) To help Christian students to witness for Jesus Christ in and out of school or college, and by study and discussion, fulfill their Christian vocation by living as His true disciples.
 - (4) To bring Christian students into Christian fellowship with each other in serving the needs of all students and of the wider world.
 - (5) To call Christian students to work for the unity, renewal and extension of the church in Malawi and throughout the world, and to encourage them to be responsible members of their particular church denominations, in obedience to the Lord Jesus Christ.

Statement of Faith

- 05.** In fulfilling its objectives, the organisation shall be guided by the following statement of faith:
- (1) There is one God who is the Holy Trinity of the Father, Son and Holy Spirit. (Matthews 28:19)
 - (2) God created everything that there is out of nothing; and all that He created was good. He continues to care for what He created (Genesis 1:1-10)
 - (3) God created man in His own image, giving him authority over the earth. (Gen 1:27-28) However, man rebelled against God in cooperating with Satan. (Genesis 3: 1-7).

- (4) Even though all men have sinned, God loves men with an everlasting love, and has sent His own Son Jesus Christ to save man (Romans 5:6; 1 Timothy 1:15) Jesus Christ though being truly God, became real man and died for our sins. He rose bodily from the grave, never to die again, and ascended to heaven (Acts 2:23). He thus brought us new life, so that in fellowship with Him we receive salvation. (1Thess 5:9).
- (5) From Heaven, God sends His Holy Spirit upon man to convict man of sin, righteousness and judgment leading to repentance, rebirth and faith (John 16:8). By the Holy Spirit God seals all believers, calls them into fellowship with Himself and one another I His Church, and seeks to fill them daily (Ephesians 1: 13; 5:18).
- (6) God commissions believers to take His Gospel in love and service and make disciples of men (Matt. 28:19-20).
- (7) God has given us the Bible, which is inspired and infallible word of God and hence inerrant, the only true record of how He has created and saved us in Christ Jesus, and is the final authority in matters of faith and conduct (1 Timothy 3: 15-17; 1 Peter 1:16, 19:21)
- (8) At God's appointed time, Jesus Christ will come again in power and great glory to judge all men and bring into fulfillment salvation for those who trust Him, and condemnation to hell for those who do not. (Matt 24:30 -31)

Powers of the 06. Organization Subject to the general and specific directions of Trustees, the organization shall be a body corporate with perpetual succession common seal and powers to:-

- (a) Open and/or lose any branch or branches of the organization at any of the institutions in Malawi;
- (b) Raise funds by the way of borrowing, donations or gifts of money or other property from any person or institution for the furtherance of its objects;
- (c) Employ any person or body corporate upon such terms or conditions and remuneration as the organization may consider necessary;
- (d) Where necessary, establish sub-committees and appoint members to assist the organization in carrying out any of its functions;
- (e) Print, publish, issue or circulate any information, report, periodical, book, pamphlet, leaflet or other materials relating to the organization;

- (f) Legally and administratively represent the interests of its members before any legally-instituted authority;
- (g) Invest and deal with any of its money not immediately required in any securities in such manner as the Organisation may deem fit;
- (h) Acquire, lease, hold, maintain, develop, let, sell, mortgage, exchange or dispose of property whether real or personal, movable or immovable, and generally deal with its property in any way the Organisation may deem necessary;
- (i) Generally, do all such lawful things as may be required for the attainment of the objects of the Organisation.

Powers of the 07. (1) Subject to the General and specific directions of the National ***SCOM Associates*** General Council, the fellowship shall be a support wing of SCOM, ***Fellowship*** made up of interested mature, non-student Christians with powers to:

- (a) Open and/or close any zone or zones of the Fellowship in any area in Malawi.
 - (b) Raise funds by way of borrowing, donation or gifts of money or other property from any person or institution for the furtherance of its objects;
 - (c) Where necessary, establish sub-committees and appoint members to assist the Fellowship in carrying out any of its functions;
 - (d) Print, publish, issue or circulate any information, report, periodical, book, pamphlet, leaflet or any other materials relating to the Fellowship and the Organisation;
 - (e) Invest and deal with any of its moneys not immediately required in any securities in such manner as the Fellowship may deem fit.
 - (f) Generally, do all such lawful things as may be required for the attainment of the object of the Fellowship and the Organisation;
- (2) All Associates shall necessarily subscribe to SCOM aims and statement of faith.

PART 111: ADMINISTRATION

Membership 08. (1) Membership of the organization shall be open to any interested students at any of the post-primary institutions in Malawi as long as he/she:

- (a) Subscribes to the objects of the organization;
- (b) Subscribes to the statement of faith of the organization; and,
- (c) Is registered with the organization through an institutional branch.

(2) Operating branches shall be required to register with National secretariat of the Organisation, provided that such branches pay their subscription fees.

Associates of the Organisation 09. The organization shall welcome and seek to promote the participation of all associates discrimination provided that such as associates:

- (a) are committed to the Lord Jesus Christ and His great commission;
- (b) are committed to the statement of faith of the organization;
- (c) are committed to the fulfillment of the objectives of the organization;

Operational Structure 10. Subject to review by the National General Council, the operational structure of the organization shall comprise of:

- (a) Board of Trustees;
- (b) National General Council;
- (c) National Executive Committee;
- (d) Sectional/Regional Committees; SCOM-AF National Committee; and
- (e) Branch Committees and SCOM-AF Zones.

Committee Composition 11.1 (a) The Board of Trustees shall comprise of Chairperson, Vice Chairperson, and four other committee members.

(b) The General Secretary shall serve on the Board as minute secretary.

- 11.2. The National General Council shall comprise of:
- (a) all members of the National Executive Committee;
 - (b) all members of the Sectional Committees;
 - (c) all members of the Board of Trustees;
 - (d) all members of the National Executive Committee of the Associates' Fellowship;
 - (e) the General Secretary;
 - (f) all training secretaries;
 - (g) one representative of Malawi Council of Churches;
 - (h) the General Secretary of Scripture Union or his representative;
 - (i) One representative of Chaplains who agrees with the vision and faith of the organization;
 - (j) The General Secretary of Evangelical Fellowship of Malawi or his representative;
 - (k) One representative of Bible Society of Malawi;

- 11.3. The National Executive Committee shall comprise of:
- (a) The Chairperson of the National General Council – Chairman;
 - (b) Vice chairperson;
 - (c) The General Secretary – Secretary;
 - (d) Treasurer;
 - (e) Vice Treasurer;
 - (f) SCOM-AF National Chairman;
 - (g) Two members;
 - (h) General Secretary of Scripture Union.

- 11.4 Regional Committees shall comprise of:
- (a) Chairperson-who shall be Senior Friend;
 - (b) Vice Chairperson – who shall be a Senior Friend also responsible for coordinating prayers.
 - (c) Associate Vice Chairperson who shall be a student.
 - (d) Regional Training Secretary; or General Secretary or his representative as ex-officio.
 - (e) Treasurer – who shall be Senior Friend;
 - (f) Four committee members who shall be students;
 - (g) Vice Treasurer – who shall be Senior Friend responsible for fundraising.
- 11.5. The University and Colleges’ Sectional Committee shall comprise of;
- (a) Chairperson.
 - (b) Vice Chairperson
 - (c) Secretary
 - (d) Vice Secretary
 - (e) Treasurer
 - (f). Vice Treasurer responsible for fundraising.
 - (g). Prayer Coordinator.
 - (h). Bible Study Coordinator all of whom shall be students, and two Senior Friends, General Secretary or his representative as ex-officio. The UCS staff worker whenever, employed, shall serve as secretary for the Committee and representative for the General Secretary.
- 11.6. The SCOM-AF National Committee shall comprise of;
- (a) Chairperson
 - (b) Vice Chairperson and Project Coordinator
 - (c) Treasurer
 - (d) Secretary
 - (e) Membership Secretary
 - (f) Literature Secretary

(g) General Secretary or his representative as ex-officio.

11.7 The SCOM-AF Zonal Committee shall comprise of:

- (a) Chairperson
- (b) Vice Chairperson
- (c) Treasurer
- (d) Secretary
- (e) Membership Secretary
- (f) Literature Secretary
- (g) Prayer Coordinator
- (h) Publicity Secretary
- (i) General Secretary or his representative as ex-officio.

11.8 Branch Committees shall comprise of:

- (a) Chairperson
 - (b) Vice Chairperson,
 - (c) Secretary,
 - (d) Vice Secretary,
 - (e) Treasure
 - (f) Vice treasurer,
 - (g) Bible Study Co-ordinator,
 - (h) Prayer Co-ordinator,
- and two committee members, all of whom shall be students, General secretary as ex-officio.

Elections for office 12.0

Bearers

Qualities for Candidates

12.1 Eligible members into any of the above committee shall necessarily have the following qualities

- (a) They shall have had life-changing experience with the Lord Jesus Christ provided that they are not recent Converts.
- (b) They shall lead life above reproach with reputable standing even among the non believers.
- (c) They shall hold prayers and the Word of God centrally in their regular life, in conduct and doctrine.
- (d) They shall subscribe to both Aims and the statement of faith of the organization.

- (e) They shall be members of the organization, a member of the associate fellowship, a senior friend or member of an organization with which SCOM has good working relationship.

Elections For National Executive Committee

- (a) The National Executive Committee shall be elected by National General Council at its Annual General Meeting.
- (b) Members of the National Executive Committee shall hold office for two years, after which they may be re-elected once.
- (c) Candidates proposed in absentia will necessarily have been contacted by and confirmed willingness in advance to the proposer.

Elections for SCOM-AF National Committee

- (a) The National SCOM-AF Committee shall be elected by the SCOM-AF National Annual General Meeting
- (b) Members of the National SCOM-AF Committee shall hold office for two years, after which they may be re-elected once.
- (c) Candidates proposed in absentia will necessarily have been contacted by and confirmed willingness in advance to the proposer.

Elections for Regional and Zonal Committee

- (a) The Sectional, Regional and Zonal Committee shall be elected by their particular section, region or zone at the Sectional regional or zonal Annual General Meeting.
- (b) Members of the sectional, regional and Zonal committees shall hold office for two years, after which they may be re-elected once.
- (c) Student members who lose their student status through graduation or otherwise should be replaced at the annual general meeting by other students.

Elections for Branch committee

- (a) The branch committees shall be elected by members of that particular branch at the branch at the branch's annual meeting.
- (b) Members of the branch committee shall hold office for one year, after which they may be re-elected provided that such candidates have at least another year before completing the course.

PART IV: OPERATION

*Powers and
Functions of
the National
General Council*

13. Subject to the general and specific direction of the Board of Trustees and to any rules made by it, the National General Council shall be the highest policy making body, whose powers and functions shall be:
- (a) To manage the Student Christian Organisation of Malawi under its jurisdiction to the best advantage.
 - (b) To be responsible for the spiritual needs and growth of the organisation's members.
 - (c) To approve appointment and dismissal of staff for the promotion of the organisation's objectives.
 - (d) To ratify appointment in the National Executive Committee made in between General Council meetings.
 - (e) To elect and dissolve a National Executive Committee in the interest of the organization
 - (f) To raise support for the promotion of the organisation's objectives.
 - (g) To control in the financial expenditure of the organisaion
 - (h) To appoint Auditors and legal advisers of the Organisation
 - (i) To advise and seek advice from the Trustees Board on all matters affecting the running of the organisation.
 - (j) To maintain good working relationships with all parties concerned, without loss of vision and / or divine calling.
 - (k) To affiliate and disaffiliate the organization to / from any other institution and organization
 - (l) To represent the interests of the organisation's members before legally instituted authority.
 - (m) To amend the constitution.
 - (n) To appoint or dismiss Trustees.
 - (o) To approve the audited accounts.

- (p) To appoint and dismiss Patron.
- (q) To dissolve the SCOM Associates Fellowship.
- (r) To dissolve the National General Council.
- (s) To decide upon the general policy of the organization.
- (t) To issue rules/instructions as may be considered necessary for the furtherance of the organisation's objectives.

Powers and Functions of National Executive Committee

14. Subject to the general and specific directions of National General Council, the National Executive Committee shall reserve delegated powers to perform on behalf of the National General Council the following functions:-

- (a) To manage the assets and liabilities of the organisation on behalf of the National General Council.
- (b) To implement policies of the National General Council.
- (c) To ensure that the Council is represented at all Trustees Board Meetings through the persons of the Chairpersons and the General Secretary.
- (d) To maintain the integrity and the calling of the organisation.
- (e) To propose to the National General Council, the appointment and dismissal of the General Secretary and Training Secretaries; and appoint and dismissal all other staff.
- (f) To be responsible for the welfare and discipline of staff, whether full time or voluntary.
- (g) To make proposals of appointments in the National Executive Committee either in place of or in addition, for the National General Council's approval.
- (h) To assist in the selection of or propose suitable sites and /or premises for operation or facilitation of the operation of the organisation.
- (i) To initiate, facilitate or supervise all infrastructure development.

- (j) To facilitate the raising support and observe all necessary terms of such supporters.
- (k) To choose saving banks, prepare annual budgets, control expenditure, and facilitate the auditing of accounts.
- (l) To motivate and oversee the Sectional Regional and Associates' Committees.
- (m) To arrange, organize and conduct Annual General Meetings of the National General Council.
- (n) To arrange, organize and conduct seminar, retreat, conference, workshop, forum, symposium, or any public meeting to facilitate the furtherance of the organisational's other public meetings.
- (o) To appoint any committees or subcommittees of the National Executive Committee as may be deemed necessary.
- (p) To carry out any functions delegated to it by National General Council.

Undelegated Powers of the National General 15 Notwithstanding the powers of the National Executive Committee in section 14, the National General Council may not delegate the following powers:-

- (a) Power to amend the constitution
- (b) Power to appoint or dismiss the Trustees Board.
- (c) Power to appoint or dismiss the patron
- (d) Power to approve the audited accounts
- (e) Power to dissolve the SCOM Associates' Fellowship
- (f) Power to dissolve the National General Council

Powers and Functions of Sectional/Regional Committees 16. Subject to the general and specific directions of the National General Council, the powers and functions of the Sectional Committees shall be

- (a) To oversee the operation of Branch Committees.

- (b) To maintain the integrity and calling of the organisation in the Section or Region.
- (c) To represent the Section or Region at all National General Council and other relevant meetings of the organisation.
- (d) To identify the needs of the Section or Region, present them before relevant authorities, and facilitate the meeting of those needs.
- (e) To arrange, organize and conduct annual conferences and Annual General Meetings of the section or region.
- (f) To organize and conduct leadership training I liaison with the Associates' Fellowship.
- (g) To arrange, organize and conduct a seminar, workshop, forum, retreat, conference, symposium or any public meeting for the furtherance of the organisations' objectives within the region or section.
- (h) To appoint any committee or subcommittee of the committee as may be deemed necessary.
- (i) To carry out any functions delegated to it by the National Executive Committee.

***Aims and
Functions of
The SCOM
Associates
Fellowship***

17. Subject to the general and specific directions of the SCOM National General Council, the aims and functions of the SCOM Associates Fellowship shall be:
- (a) To further the work of SCOM through prayer, evangelism, counseling, teaching, encouragement and financial and material support.
 - (b) To identify and provide part time-service to such SCOM Branches as stand in need in complementary to full-time staff.
 - (c) To promote Christian growth, fellowship and service among non-student christians.
 - (d) To promote and publicise the ministry of SCOM.
 - (e) To forester the attainment of highest standard of Christian and professional conduct, commitment of personal training and abilities to God's service, and commitment to witness for Jesus Christ, among members.

- (f) To perform any functions delegated to it by the NGC or National Executive Committee.

Powers and Functions of SCOMAF Zonal Committee 18. Subject to the General and specific directions of the National Executive Committee, the powers and powers and functions of the SCOMAF Zonal Committees shall be:

- (a) To oversee the operation of the Fellowship at the Zonal level
- (b) To plan the weekly programs of activities for the fellowship at the zone.
- (c) To organise all the detailed activities of the monthly and/or weekly activities.
- (d) To represent the zone before any relevant authorities.
- (e) To receive all local support for the zone, maintain records of accounts, and facilitate the channeling of all the zone's support to the National Secretariat and any other beneficiary.
- (f) To arrange, organize and conduct an annual meeting of the zone.
- (g) To arrange, organize and conduct a seminar, workshop, retreat, forum, conference, symposium, or any public meeting for the furtherance of the objectives of the Fellowship.
- (h) To appoint any subcommittee or subcommittee of the committee as may be deemed necessary.
- (i) To carry out any functions as may be delegated by the National Executive Committee and the National SCOM-AF Committee.

Powers and Functions of Branch Committee 19 Subject to the general and specific directions of the sectional or the Sectional or the Regional Committee, powers and functions of the Branch Committees shall be:

- (a) To oversee the operation of the organization at the branch.
- (b) To plan the weekly program of activities for the organization at the branch.
- (c) To organize all detailed activities of the weekly activities.
- (d) To represent the organization before the institutional authorities.

- (e) To receive all local support for the organization, maintaining records of accounts, and facilitate the channeling of the branches support to the National Secretariat and any other beneficiary.
- (f) To arrange, organize and conduct an annual meeting of the branch.
- (g) To arrange, organize and conduct seminar, workshop, retreat, forum, conference, symposium, or any public meeting for the furtherance of the objectives of the organization provided that the total number of branches involved does not exceed three.
- (h) To appoint any subcommittee or subcommittees of the Committee as may be deemed necessary.
- (i) To carry out any function delegated to it by the Regional or Sectional committee.

***Meetings of 20.
The National
General Council***

- (a) The National General Council shall meet at least once a year at such specific venues and times as deemed convenient to members, one of which shall be the Annual General Meeting.
- (b) Such meetings shall be preceded by written notice given at least fourteen days in advance.
- (c) In addition to members of the organization, interested persons and organizations may be invited to annual General Meetings as observers.
- (d) The quorum for such a meeting shall be half of the membership. In the event that a quorum is not formed after sixty minutes from the advertised time, the meeting shall stand adjourned for four weeks; and if the quorum is not formed by then, the members present shall form a quorum.
- (e) The Chairperson shall preside over all meetings. In the absence of the Chairperson, the Vice Chairperson shall preside over the meeting; and in the absence of both the Chairperson and the Vice Chairperson, members present shall elect from among themselves a member to preside over the meeting. The Vice Chairperson or the member so presiding the meeting shall have all the powers of Chairperson for that meeting.
- (f) A decision of the Executive shall be by resolution of the majority of members present; and, in the event of an equality votes, the Chairperson or member presiding shall have a

casting vote in addition to his / her deliberative vote as member of the Executive Committee.

- (g) An extraordinary General Council Meeting may be called for by the National Executive Committee provided that half of the membership of the National General Council demands so.

***Meetings of the
National Executive
Committee***

- 21. (a) The National Executive Committee shall hold meetings at least once every three months at such specific venues and times as deemed convenient.
- (b) Such meetings shall be preceded by a seven days' notice.
- (c) The quorum for such meetings shall be half of the membership. In the event that quorum is not formed after sixty minutes from the advertised time, the meeting shall stand adjourned for four weeks; and if quorum is not formed by then, the members present shall form a quorum.
- (d) The chairperson shall preside over all meetings. In the absence of the Chairperson, the Vice Chairperson shall preside over the meeting; and in the absence of both the Chairperson and the Vice Chairperson, members present shall elect from among themselves a member to preside over the meeting. The Vice Chairperson or member so presiding shall have all powers of Chairperson for that meeting.
- (e) A decision of the Council shall be by resolution of the majority of members present; and, in the event of an equality of votes, the Chairperson or member presiding shall have a casting vote in addition to his/her deliberative vote as a member of the Council.

***Meetings of
The Sections,
Regions and Zones***

- 22. (a) There shall be an Annual General Meeting of every section, region and zone separately once a year at such specific venues and times as deemed convenient, to which representation of all registered membership shall be made.
- (b) Such meetings shall be preceded by at least seven days' notice.
- (c) In addition to members of the organization or Fellowship, interested persons and organizations may be invited to such meetings as observers.
- (d) The quorum for the Annual General Meeting shall be half of the registered membership. If no quorum is formed within sixty

minutes of the commencing time, members present shall proceed with deliberations without making binding resolutions.

- (e) The Chairperson shall preside over all meetings. In the absence of the Chairperson, the Vice Chairperson shall preside over the meeting; and in the absence of both the Chairperson and the Vice Chairperson, members present shall elect from among themselves a member to preside over the meeting.
- (f) A decision of the meeting shall be resolution by the majority of the members present; and, in the event of an equality of votes, the Chairperson or member presiding shall have a casting vote in addition to hi/her deliberative vote as a member of the council.
- (g) An Extraordinary General Meeting may be called for by the sectional, regional or zonal committee, provided that half of the membership of the particular section, region or zone demands so.

Branch Meeting

23. (a) There shall be an annual meeting for all members of every branch separately once in a year at such specific venues and times as deemed convenient, notice of which shall be given at least seven days in advance.
- (b) The quorum of such meetings shall be half the registered membership. If the quorum is not formed sixty minutes after the commencing time, the Annual Meeting shall stand adjourned for two weeks the quorum is not formed, members present shall form a quorum and make binding decisions.
 - (c) There shall of necessity be either the branch patron/matron or senior friend in attendance.
 - (d) The presiding over and decision making process shall be as stipulated in section 21 (e) and (f).
 - (e) Any other meeting of the members of the organization which is not Annual Meeting shall be called an Extra Ordinary Meeting; ad such meeting may deal with matters directly related to an Annual Meeting.
 - (f) An Extra Ordinary Meeting shall be convened at the request of at least half of the membership.
 - (g) Meetings that are neither Annual Meeting or Extra Ordinary Meeting shall be called Branch Meetings which shall cater for regular operation of the organization of the Branch.

- (h) Branch activities shall necessarily abide by Objectives and Statement of faith of the organization, and shall necessarily include Bible studies, prayer and social services.

**Meetings of
Branch
Committee**

- 24.(a) The branch committee shall hold its meetings at least once a fortnight at such specific venues and times as deemed convenient
- (b) The quorum for such meetings shall be half of the membership. If after sixty minutes from commencing time the quorum is not formed, the meeting shall stand adjourned for seven days; and if the quorum is not formed after seven days, members present shall form quorum and make binding decisions.
- (c) The presiding over the decision making process shall be as stipulated in section 21 (e) and (f).

**Discipline
Of Membership**

- 25. (1) Membership of both or either organization and/or committee may be frozen on grounds of:
 - (a) Failure to abide by the Statement of Faith and objectives of the organization; or
 - (b) Any act perceived to be contrary to the moral standards, or detrimental to the wellbeing of the organization.
- (2) A member shall be dismissed from either the organization or any committee by the immediately responsible committee in consultation with either the senior friend in case of branch committee, or the immediately higher committee.
- (3) Any disciplined member may have the liberty to appeal for revision of disciplinary measures to the immediately higher committee, provided that no appeal shall be made against the National General Council's decision.
- (4) Disciplinary measures may include:
 - (a) Suspension for a specified period of time.
 - (b) Expulsion.
 - (c) Public confession and apology.

Arbitration

- 26.(1) No member, associate, senior friend or committee of the Organization shall take the organization or any part of it before any court of law, while such a member, associate, or committee is still within the organization, on matters whose substance is a matter of the organization's operational principles.

- (2) Staff in full employment shall be exempted from the constitutional requirements to section 26 (1)

PART V: TRUSTEES

Appointment of The Trustees 27.(1) The organization shall have six trustees who shall be the legal overseers of the organization and shall hold office for a period of three years, after which they may be re-elected.

(2) All trustees shall be elected by the National General Council at the Council's Annual General meeting.

(3) Candidates proposed for membership on the Trustees Board shall be only those who have confirmed willingness to serve.

(4) All the property of the organization shall be vested in the Trustees.

Incorporation of the Trustees 28. As soon as is practicable after being elected, the Trustees shall apply for the incorporation of the organization under the Trustees Incorporation Act (Cap. 5:03 of the laws of Malawi).

Powers and Functions of the Trustees 29. Subject to the general and specific guidance from the National General Council, the trustees Board shall have the power:

- (a) To represent the organization before such other, churches, government and other local organizations.
- (b) To enter into contracts and agreements for the furtherance of the organisation's objectives.
- (c) To authorize the acquisition of all property, suitable sites and/or premises for the organizations as well as the Fellowship.
- (d) To raise support for the organization and the fellowship.
- (e) To borrow money from any person or Institution on such terms as may be mutually agreed.
- (f) To appoint any subcommittee or subcommittees of the Trustees Board as may be deemed necessary.

Indemnity of the Trustees 30. The Trustees shall be indemnified against any risk and loss out of the organization's property incurred in the execution of duties.

Meetings of the Trustees 31. (1) The Trustees Board shall hold meetings at least once every six months.

(2) Such meetings shall be summoned by the chairperson or secretary in writing at least twenty one days in advance.

(3) The quorum for such meetings shall be at least half of the members. In the event that quorum is not formed within forty five minutes from the scheduled time, the meeting shall stand adjourned for thirty days; and if again, less than half members turn up then members present shall form quorum and make binding decisions.

(4) In the absence of the Chairperson, the Vice Chairperson shall act as Chairperson, members present shall elect a member from among themselves to act as Chairperson.

Cessation and Filing Vacancies 32. A vacancy on the Trustees Board shall arise on:

(a) the expiry of the term of office of a member

(b) resignation of a member after one month's written notice.

(c) The death of a member

(d) A member leaving the country

(e) A member failing to attend three consecutive meetings of the Board without valid reason; and

(f) Dismissal by the National General Council on majority vote

Common Seal 33.(1) The common seal of the organization shall, when not in use, be kept in a secure and safe place at the organization's National Secretariat and its key placed under the custody of the chairperson of the Trustees board or the General Secretary.

(2) The seal shall be affixed to all documents required by any written law, in the presence of not less than two Trustees.

PART VI: FINANCE AND PROPERTY

- Funds and Accounts*** 34. (1) The organization shall keep or cause to be kept books of accounts and other records related to its funds.
- (3) The organization shall open and operate a suitable bank account or accounts in the name of the organization, into which all funds of the organization not immediately in use shall be deposited.
- (4) All Bank transactions involving the organisation's account or accounts shall bear the signatures of at least two signatories appointed by the National Executive Committee, one of whom shall be the Treasurer.
- (5) Books of accounts of the organization shall be kept at such a place as the National Executive Committee deem think fit, and shall be open for inspection by members of the organization.
- (6) All investments of the organization shall be in the name of the registered Trustees of the organization.
- Audit*** 35. (1) The books of accounts of the organization shall be subject to audit annually by an auditor specially employed to examine the accounts.
- (2) The audited accounts shall be presented to the Annual General meetings of the National General Council submitted at least seven days in advance.
- Dissolution And disposition of property*** 36 If upon winding up or dissolution of the organization there remains, property after, satisfaction of all debt and liabilities, any property, whatsoever shall not be paid to or distributed among the members of the organization but shall be given or transferred to an institution or institutions to be determined by the members of the organization at or before the winding up.

PART VII: CONSTITUTIONAL AMENDMENT AND INTERPRETATION.

- Amendment To the Constitution*** 37. Subject to the general and specific directions of the National General Council, on amendment shall be made to this Constitution unless:
- (a) A motion to amend has been communicated in writing by the Secretary of the National Executive committee to all members of the National General Council at least thirty days in advance;

- (b) The motion has been assented to by not less than two-thirds of the present members of the national General Council; and,
- (c) The decision is made by the national General Council.

Interpretation 38.
Of the
Constitution

- (1) Any question or dispute concerning interpretation of this Constitution shall be determined by the National Executive Committee in accordance with rules of procedure.
- (2) The Interpretation to the constitution so given may be appealed against before the National General Council.