

THE CONSTITUTION OF NORTH WEST DEVELOPMENT FUND

PREAMBLE

Mindful of the Constitution of 18th January 1996 of the Republic of Cameroon,

Mindful of law No. 90/053 of 19th December 1990, on the Freedom of Association in Cameroon,

Mindful of deliberation No. 000007/2021/D/NWRA-NW/SG authorizing the Regional Executive Council to create and investment Development Fund for the North West Region dated 25th June 2021,

Considering the nation as a cradle for participatory and self-reliance development on the basis of the virtues of equal opportunity, success, material and social wellbeing,

Considering that on their part Regional decentralized bodies may assist the state in its development drive, by lobbying and mobilizing resources to harness development projects and promote the objectives and rights of its members in particular and civil society in general,

We the sons and daughters of the North West Region of Cameroon desirous to live and work together as a united people for the general welfare of the people of North West Region,

Do hereby create a Development Fund.

ARTICLE 1: CREATION AND NAME:

There is hereby created in the North West Region of Cameroon a Development Fund to be called the NORTH WEST DEVELOPMENT FUND.

ARTICLE 2 : HEAD OFFICE/NATIONAL SECRETARIAT:

The Head office of the FUND shall be in Bamenda, Mezam Division in the North West Region in the Republic of Cameroon provided that the Fund may maintain branches in other towns and closets as the National Executive may decide from time to time.

ARTICLE 3: MOTTO:

The Motto of the Fund shall be UNITY, PARTICIPATION and DEVELOPMENT

ARTICLE 4: EMBLEME:

The emblem shall be people in a circle holding their hands together.

ARTICLE 5: OBJECTIVES OF THE FUND

The objectives for which the Fund is formed shall be as follow;

- a) To foster unity of purpose among the sons and daughters of North West Region.
- b) To promote the Social and Economic Development of North West Region
- c) Participate in poverty alleviation in the North West by generating income amongst the people of the North West Region through personal contributions, economic activities that generate income, agro-industrial complexes, gifts, legacies state subventions as the case may be.
- d) To do any other thing or things which the General Assembly may from time to time agree upon.
- e) The Fund shall be non-Political and although membership is open to all Political Parties operating in Cameroon, Political views shall not be allowed at any time or level of the Fund.

ARTICLE 6 : MEMBERSHIP:

6 (1) TYPE OF MEMBERSHIP

There shall be three categories of membership,

a) Ordinary members:

Ordinary membership shall be open to all sons and daughters of North West Region irrespective of colour, village of origin, religion, sex and social status who are above 20 years.

b) Statutory members

Statutory members shall be members who have been elected either into the Regional House of Assembly of Regional House of Chiefs.

C) Honorary Member

An honorary members of association shall be someone who has made a recommendation effort, economically, Financially, socially, intellectually, towards the wellbeing of North West Region. The honorary member may attend the General Assembly of the Fund but has no right to vote.

6(2): CONDITIONS OF MEMBERSHIP

- 30.12.2021
- a) Membership is open to all sons and daughters from North West Region irrespective of colour, religion, sex and social status;
 - b) Members shall be at least 20 years old;
 - c) Membership shall be obtained upon registration as prescribed hereafter;
 - d) The National Executive upon the approval of General Assembly may as the circumstances warrant confer membership on any person who although not being a native of any of the villages in North West Region, has shown interest in the Development of North West Region and taken effective steps towards that direction.

6 (3): RIGHTS AND OBLIGATIONS OF MEMBERS:

- a) Every member shall be entitled to pay annual dues and any other fees from time to time as may be determined by the General Assembly or any other body duly authorized to do so;
- b) Upon registration a member shall be deemed to have accepted to abide by the Rules and Regulations of the Fund;
- c) Every member shall have the right to actively participate in all the activities and discussions of the Fund.
- d) Every member have the right to vote and be voted or appointed to any office provided always that no member shall be appointed or elected into any post if he or she is indebted or provided equally that he is not an ex-convict,

6 (4): LOSS OF MEMBERSHIP:

- a) Membership may be lost by resignation or withdrawal;



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- b) By breach of Rules and regulations.
- c) By death or insanity.

ARTICLE 7: STRUCTURE OF THE FUND

The structure of the Fund shall be as follows:

- The General Assembly
- The Board of Directors
- The Management

The General Assembly shall be the sovereign organ to deliberate. It shall hold general meetings annually and may convene either in ordinary or extraordinary Assembly.

7(1): THE GENERAL ASSEMBLY

1. The General Assembly shall be made up of all the members of the house of Assembly and the house of Chiefs.
2. They shall meet two times a year and may meet in an extra ordinary session where need be.
3. Decisions arrived at shall be by simply majority, provide that where there is a tie, the President of the General Assembly shall have a casting vote.
4. The secretary to the Regional Council shall in addition act as the secretary of the General Assembly of the Fund.
5. The General Assembly shall conform the appointments of all persons employed by the Board of Directors.
6. The General Assembly shall be convened by the President General or by 50th Executive or 1/10 registered members;
7. 1/10 of registers members of the General Assembly shall constitute a quorum;
8. Resolutions of the General Assembly shall be taken by 50 + 1 (fifty plus 1) majority.
9. The General Assembly shall be convened in writing within at least 15 days before the effective date of the meeting;
10. Any notice of the meeting of the General Assembly shall define the agenda, place, time, name and the initiator, and must be addressed to the members by any means producing trace that is either or by any electronic means;

11. The General Assembly shall compose of all the categories of members as cited in article 6(1) above;
12. Members may be represented in General Assembly meeting by proxy with power of Attorney.

7(2) THE BOARD OF DIRECTORS:

1. The Board of Directors shall be made up of all executive members of both houses with the President of the House of Assembly sitting as chairman,
2. The Board shall oversee the daily running of the Fund and shall hold at least one meeting every month, provided that extra-ordinary meetings may be called as circumstances need,
3. The Board may call and obtain the services of any person they may think fit.
4. It shall oversee employments of the Fund.
5. The Board shall present annual reports to the General Assembly.
6. The Board may in the interest of the Fund take any decision it thinks fit provided always that it shall not be competent to decide on dissolution of the Fund.
7. The Board shall draw up a draft budget and present it to the General Assembly of the Fund.
8. It shall oversee the proper management of the finances of the Fund.
9. The Board shall do anything thinks fit proper to do in the general interest of the Fund.

7(3): THE MANAGEMENT

1. The daily management of the Fund shall be done by a Management team headed by a General Manager together with such other officials as shall be decided by the Board of Directors.
2. The General Manager shall hold office as long as he is competent.
3. He shall prepare annual reports of the organization and presents them at any time wanted.
4. He shall manager the staffs placed at his disposal.
5. He shall make relevant proposals to the Board.
6. Where his competence is in doubt, the Board of Directors shall terminate his appointment in keeping with all laws relating to labour.

7(4): THE SECRETARY GENERAL

1. The secretary to the Regional house of Assembly shall at the same time act as secretary to the Fund.
2. He shall do all the services referred to him by the Fund.

3. He shall in addition perform any other function assign to him by the General Manager.

a) EXTRA-ORDINARY GENERAL ASSEMBLY

Extra-Ordinary General Assembly shall be convened by the President General in case of emergency and with particular items to be deliberated upon.

The time of convening Extra-Ordinary meetings shall be limited to 15 days as from the notification to members.

7 (5): THE TREASURER

- i) The Treasurer shall receive and sign for all moneys collected during General Assembly meetings and deposit the same in the Fund's Bank Account within seven two (72) hours of reception.
- ii) He shall submit copies of all such books and documents to the auditors whenever requested to do so;
- iii) Ensure the collection of contributions from members and other donor organization;
- iv) Draws up the financial statement of the Fund in compliance with OHADA accounting system;
- v) Keeps accounting records and documents;
- vi) Shall be a signatory of the Fund's Bank Account;
- vii) He shall be the principal signatory to the Fund's National Bank Account.

7 (6): THE FINANCIAL SECRETARY:

- i. The Financial Secretary shall keep accurate records of all Fund financial transactions (Fund collections and Expenditures) as received from all Regional Financial Secretaries.
- ii. He shall prepare annual bank statements of receipts and expenditures on the National Bank Account of the Fund which he shall present to the General Assembly.
- iii. He shall submit all his financial records (registers and documents) to the National Auditors whenever requested to do so.
- iv. He shall be signatory to the Fund's National Bank Account.

7 (7): THE AUDITOR:

- i. He shall be responsible to check audit and confirm the Fund's annual balance sheet as presented by the Treasurer;

- ii. He shall initiate an Audit policy;
- iii. One Auditor shall be appointed by the General Assembly, be he internal or external;
- iv. Such Auditor shall audit the record of the Treasurer;
- v. External Auditor shall be hired when need arises;
- vi. The Auditor shall make necessary recommendations to help better protect and safeguard the finance and assets of the Fund.

ARTICLE 8: SOURCES OF REVENUE

- a) The North West Development Fund shall derive her revenue from the following sources:
 - i. Registration fee of members
 - ii. Membership dues;
 - iii. Aid from National, International and Non-Governmental Funding exercise;
 - iv. Assistance from the Cameroon Government
 - v. Sale of Publications and others works
 - vi. Gifts, grant from friends and non-members
 - vii. Fund raising activities by the Fund.
 - viii. Free will donation;
 - ix. Legacies;
 - x. States' governments' subventions;

- b) The funds of the Fund shall be used exclusively for the North West Region's developments and in compliance with the budget approved by the General Assembly.

ARTICLE 9: AMENDMENT

Whereas, the present constitution shall be amended by a vote of 50 + 1 majority of the General Assembly or by a motion raised by the President with the approval of 50 + 1 majority of the General Assembly.

ARTICLE 10: COMMENCEMENT

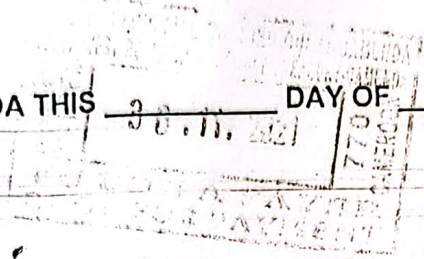
Whereas, this Constitution shall enter into force upon the approval and authorization of the existence of the Association by the competent authorities.

ARTICLE 11: MISCELLANEOUS PROVISIONS

This Constitution shall be notarized, registered with the administrative authorities of the State,

It shall be implemented as the Constitution of THE NORTH WEST DEVELOPMENT FUND.

DONE AT BAMENDA THIS 30.11.2021 DAY OF _____ 2021



[Handwritten Signature]
DIRECTOR & NOTARY
STATE OF CAMEROON
BAMENDA

