



Founded in 1974

CONSTITUTION

ARTICLE 1 – NAME, LOGO AND SCECSAL REGION

1.1 Name and Registration

- a) The name of the organization shall be the Standing Conference of Eastern, Central and Southern African Library and Information Associations (hereafter “**SCECSAL**”, pronounced SKEKSAL).
- b) SCECSAL shall be registered as an independent, non-profit organization (NGO) in a country within the SCECSAL region [as defined in Section 3.1(a) of this constitution], to be selected following guidelines agreed upon by the member Associations. However, the decision to register SCECSAL as an NGO shall require approval, through a secret ballot vote, by at least **two-thirds** of SCECSAL member Associations eligible to vote **at a face-to-face SCECSAL General Assembly meeting**.

1.2 SCECSAL Logo

- a) The SCECSAL logo shall feature a map of Africa with the three SCECSAL regions – Eastern, Central, and Southern Africa shaded in **green, yellow** (gold), and **blue**, respectively. The remaining part of the map (non-SCECSAL region) shall be shaded in grayscale. The acronym, composed of the letters SCECSAL, shall be in blue, and the full name of the organization - Standing Conference of Eastern, Central, and Southern African Library and Information Associations - shall be in green.

1.3 SCECSAL Region

- a) The **SCECSAL region** shall include countries located in Eastern, Central and Southern Africa, and for this constitution. In the context of this Constitution, these are: Angola, Botswana, Burundi, Comoros, Congo Republic, Democratic Republic of Congo, Djibouti, Eritrea, Kingdom of eSwatini, Ethiopia, Kenya, Lesotho, Madagascar, Malawi, Mauritius, Mozambique, Namibia, Rwanda, Seychelles, Somalia, South Africa, South Sudan, Sudan, Tanzania, Uganda, Zambia and Zimbabwe.
- b) For membership purposes, the SCECSAL General **Assembly** shall be free to expand the geographical coverage of the SCECSAL region by a decision supported by at least **two thirds** SCECSAL member Associations eligible to vote on the decision.

ARTICLE 2 - DEFINITIONS

- a) **Library, information and knowledge profession** is defined as a profession which focuses on some aspect of information (whether in digital or non-digital formats) creation, collection, organization, storage, dissemination, diffusion, or utilization.
- b) **Library, information and knowledge professional** is defined as including librarians, archivists, records managers, information managers, information scientists, information entrepreneurs, knowledge managers, documentalists, and information technology/systems specialists.
- c) **National library and information association** is defined as a legally registered association operating at the national level whose membership largely includes library, information and knowledge professionals.

ARTICLE 3 – AIM AND OBJECTIVES

3.1 Aim

- a) The **aim** of SCECSAL shall be to promote the library, information, and knowledge profession in the SCECSAL region through national library and information associations.

3.2 Objectives

- a) The objectives of SCECSAL shall be to:
 - i) Provide a platform for connecting national library and information associations to facilitate discussion on issues of mutual interest and the exchange of knowledge including good practices and current trends in the profession;
 - ii) Promote regional and international understanding and co-operation on matters relating to the library, information and knowledge profession;
 - iii) Disseminate research in library, information and knowledge field through publications, conferences, seminars, webinars and other medium such as the World Wide Web, Open Access platforms and social media platforms;
 - iv) Advocate for and promote Open Data and Open Access to publicly funded research;
 - v) Advocate for fair copyright legislations that recognise the need to maintain a balance between the interests of rights holders and users in the region;
 - vi) Facilitate capacity development for library, information and knowledge professionals through training, networking, staff exchange, study visits, seminars, **webinars**, workshops and other appropriate activities;
 - vii) Promote cooperation with library, information and knowledge professional associations and organizations within and outside the SCECSAL region;
 - viii) Promote the use and application of information and Communication Technologies (ICTs) in library, information and knowledge work;
 - ix) Commission and encourage research in the library, information and knowledge field with a special focus on the SCECSAL region;

- x) Partner with relevant stakeholders to mobilize resources to support capacity development initiatives, fund research projects, and other initiatives aimed at promoting library, information and knowledge profession and services in the SCECSAL region;
- xi) Undertake such other activities as shall promote the development of the library, information, and knowledge profession in the SCECSAL region.

ARTICLE 4 - MEMBERSHIP

4.1 Categories of Membership

- a) Membership to SCECSAL shall be open to:
 - i) National library and information associations (hereafter “**member Associations**”) from countries in the SCECSAL region.
 - ii) Organisations or associations (hereafter “**SCECSAL Affiliates**”) from within or outside the SCECSAL region involved in or with an interest in the development of the library, information, or knowledge profession in the SCECSAL region.

4.2 Application for Membership and Contact Address

- a) Applications for membership to SCECSAL shall be made in writing to the Secretary General and shall be approved by the General Assembly on the recommendation of the Management Board.
- b) A Member Association or SCECSAL Affiliate shall ensure that the SCECSAL Secretariat has its correct official contact electronic mail address. All communication sent to that address shall be deemed to have been delivered to the member Association.

4.3 Membership Dues

- a) Member Associations and SCECSAL Affiliates shall pay a biennial membership fee to the SCECSAL Secretariat by the close of business on the day that shall be indicated on the invoice and in the amount and currency approved by the General Assembly.
- b) The biennial annual membership dues for member Associations and SCECSAL Affiliates shall be set by the Management Board and shall come into effect after approval by the General Assembly.
- c) The Management Board shall review the biennial membership fees every four years (two SCECSAL biennials) and make appropriate recommendations to the General Assembly.
- d) The General Assembly may, by a vote of two-thirds, grant a request to waive membership dues for a member Association or SCECSAL Affiliate, for a specified period of time, upon written request with reasons addressed to the Secretary General and on the recommendation of the Management Board.

4.4 Members' List

- a) The SCECSAL Secretariat shall maintain an up-to-date list, including full contact details, of member Associations and SCECSAL Affiliates in good standing and make the list of names available on SCECSAL digital platforms.

ARTICLE 5 – GOVERNANCE STRUCTRE

- a) SCECSAL governance structure shall consist of the **SCECSAL General Assembly** (hereafter “the General Assembly”), the **SCECSAL Executive Committee of the General Assembly** (hereafter “the Executive Committee”), the **SCECSAL Management Board** (hereafter “the Management Board”), and the **SCECSAL Secretariat** (hereafter “the Secretariat”).

5.1 The General Assembly

Power and Authority

- a) The General Assembly shall be the supreme decision-making body of SCECSAL and exercises the powers conferred upon it by the SCECSAL Constitution.
- b) The General Assembly shall have full and final responsibility for the affairs of SCECSAL, especially its finances, aims and objectives, and policies.

Composition

- c) The General Assembly shall consist of the Presidents/Chairpersons of the SCECSAL Member Associations, each of whom shall have **ONE voting rights**; the representatives, one each, of the SCECSAL Affiliates who shall have **NO voting rights**; and the SCECSAL Conference participants who shall have the status of **observers**.
- d) A member Association, in writing to the Secretary General, may designate a representative, other than its President/Chairperson, to participate in the General Assembly. Such a representative shall enjoy the same rights and privileges as the Presidents/Chairpersons of the member Associations.

Functions

- e) The General Assembly shall:
 - i) Formulate and approve the rules of procedure of the General Assembly.
 - ii) Define the general strategic direction and priorities of SCECSAL.
 - iii) Discuss and adopt amendments to the SCECSAL Constitution.
 - iv) Come up with byelaws, standing rules, guidelines and such other actions as it may decide consistent with this Constitution.
 - v) Approve policies, programmes, SCECSAL budget, financial statements, and audit reports.
 - vi) Approve SCECSAL membership conditions, fees, and applications.

- vii) Elect the Independent SCECSAL President.
- viii) Adopt the Independent SCECSAL President's biennial report.
- ix) Appoint the SCECSAL Secretary-General.
- x) Adopt the SCECSAL Secretary-General's biennial report.
- xi) Adopt the SCECSAL biennial Conference reports and resolutions.
- xii) Announce the hosts for SCECSAL conferences.

Meetings and Quorum

- f) The General Assembly shall meet only during the biennial SCECSAL Conferences, and a quorum shall be formed when **two-thirds** of the member Association eligible to vote are present.
- g) The Executive Committee may convene an extraordinary virtual General Assembly meeting to deliberate upon matters requiring the urgent attention of the member Associations and SCECSAL Affiliates.

5.2 The Executive Committee

Power and Authority

- a) The Executive Committee shall have executive responsibility delegated by the General Assembly to oversee the strategic direction of SCECSAL and make decisions between General Assemblies.

Composition

- b) The Executive Committee shall consist of three members – the Independent SCECSAL President (as Chair), the SCECSAL Secretary General, and the President/Chair of the Member Association hosting the next SCECSAL Conference.

Meetings

- c) The Executive Committee shall meet only when there are important issues between General Assemblies that would normally require a decision of the General Assembly.

5.3 The Management Board

Power and Authority

- a) The Management Board shall manage the affairs and business of SCECSAL and shall be responsible for the operational management and financial administration of the organization.

Composition

- b) The Management Board shall be composed of five (5) members – the Independent SCECSAL President (as Chair), the SCECSAL Secretary General, the President/Chairperson of the Member Association hosting the next SCECSAL Conference (as Vice-Chair), and two (2) members (Sub-regional Representatives) appointed by the member Associations from SCECSAL subregions not hosting the next conference.

Term of Office

- c) The term of office of the Independent SCECSAL President and of the SCECSAL Secretary General is defined in Article 6.1(a) and Article 6.2(a) respectively. The President/Chairperson of the Member Association hosting the next SCECSAL Conference shall have a non-renewable term of office of two (2) years, and the Sub-regional Representatives shall have a term of office of two (2) years, which may be renewed if the sub-region is not scheduled to host the next SCECSAL Conference.

Functions

- d) The Management Board shall:
 - i) Manage SCECSAL affairs and business including the operational direction and financial management.
 - ii) Propose new policies and guidelines to the General Assembly and monitors their implementation.
 - iii) Act as the custodian of the SCECSAL Constitution and other SCECSAL's legal instruments.
 - iv) Assist SCECSAL member Associations in implementing SCECSAL's programmes.
 - v) Develop SCECSAL's biennial activity plans and associated budgets and monitor their progress.
 - vi) Recommend the host for the SCECSAL Conferences to the General Assembly.
 - vii) Appoint Programme Officers for the SCECSAL Secretariat.

Meetings and Qorum

- e) The Management Board shall meet three (3) times (in April, August and December) in a year with the April meeting in the year of the SCECSAL Conference being in-person.

5.4 The Secretariat

Power and Authority

- a) The Secretariat, under the administrative and executive direction of the SCECSAL Secretary General shall perform the functions set forth in the Constitution and the substantive and administrative work of SCECSAL as directed by the General Assembly and the Management Board.

- b) The Secretariat shall serve as custodian of the documents and archives of the SCECSAL Conferences, the General Assembly, the Executive Committee, and the Management Board.

Composition

- c) The Secretariat shall be composed of the Secretary General, who shall head the Secretariat, supported by three *Programme Officers* - one each for *Programmes and Projects, Communication and Outreach, and Administration*.

Functions of the Secretariat

- d) Under the leadership of the Secretary General, the Secretariat shall:
- i. Provide administrative support to all meetings (face-to-face and virtual) of the General Assembly, the Executive Committee, and the Management Board.
 - ii. Produce and maintain records of the meetings of the General Assembly, the Management Board and the Executive Committee.
 - iii. Manage SCECSAL archives.
 - iv. Manage the bidding process for hosting SCECSAL conferences using the guidelines approved for this purpose.
 - v. Implement the SCECSAL communication and visibility plan, including managing and maintaining the SCECSAL website and social media platforms, renewal of registration of the scecsal.org domain, etc.
 - vi. Maintain SCECSAL information databases including the SCECSAL member Associations' and partner organizations' contact information/database.
 - vii. Manage SCECSAL awards.
 - viii. Administer SCECSAL collaborations initiatives and partnerships.
 - ix. Exercise oversight over the organization of the SCECSAL conferences.
 - x. Ensure quality of all official SCECSAL publications and monitor adherence to SCECSAL logo use and SCECSAL publications' policies and guidelines.

5.4.1 Location of the Secretariat

- a) The physical location of the Secretariat shall be in a SCECSAL member country where the SCECSAL shall be registered as an independent, non-profit organization.
- b) A Member Association may arrange with a suitable national institution or organization in the country to host the Secretariat on its premises. The Member Association shall include the details of such arrangements or agreements in its bid documentation to host the Secretariat.
- c) The Member Association hosting the SCECSAL Secretariat, on the one hand, and the other Members, on the other hand, shall sign a Memorandum of Understanding (MoU) setting out their obligations in relation to the Secretariat.

5.4.2 Relocation of the SCECSAL Secretariat

Permanent Re-location

- a) The General Assembly, on the recommendation of the Management Board and by a vote of **two thirds** of member Associations obtained through a secret ballot, shall have the power to permanently re-locate the physical location of the Secretariat to another SCECSAL member country for any of the following reasons:
 - i. The member Association hosting the Secretariat contravenes the laws of the country governing the member Association's or SCECSAL's registration and operation;
 - ii. The member Association hosting the Secretariat misappropriates SCECSAL funds;
 - iii. Any other contraventions by the member Association deemed necessary by the General Assembly to warrant a permanent re-location of the Secretariat.
- b) The permanent re-location of the SCECSAL Secretariat shall be in accordance with Article 1 Sub-section 1(d) and Article 5 Sub-section 5.4.1(a).

Temporary Re-Location

- c) The General Assembly may temporarily transfer the Secretariat to another SCECSAL member country on the report and recommendation of the Management Board and by a secret ballot of two-thirds of the member Associations in good standing. The report of the Management Board shall contain a detailed justification for this recommendation.

6. SCECSAL Officers and Roles

6.1 Independent SCECSAL President

- a) The SCECSAL General Assembly shall elect an Independent SCECSAL President (hereafter "the SCECSAL President") through *a secret ballot* during the SCECSAL Conference, who shall serve in his/her individual capacity for a *term of two (2) years renewable* up to an *additional one (1) term* at the discretion of the General Assembly.
- b) The SCECSAL President shall chair the General Assembly. In the absence of the SCECSAL President, the President/Chairperson of the member Association to host the next SCECSAL conference shall chair the General Assembly. In the absence of the President/Chairperson of the member Association to host the next SCECSAL Conference, the President/Chairperson of the member Association hosting the conference shall chair the General Assembly.
- c) The SCECSAL President shall be exempted from payment of registration fees at SCECSAL conferences and any other SCECSAL organised events.
- d) The member Association hosting the SCECSAL conference shall support the SCECSAL President's participation in the conference and meet the costs associated with travel,

entry visa, accommodation, and a per diem to be decided upon from time to time by the General Assembly.

6.2 SCECSAL Secretary General

- a) The General Assembly shall appoint the SCECSAL Secretary General who shall act as the Chief Executive Officer (CEO) of SCECSAL, and Secretary to the General Assembly, and shall serve for a *term of three (3) years renewable up to an additional one (1) term* at the discretion of the General Assembly.

Functions

- b) The Secretary-General:
 - i) Represent SCECSAL at regional and international meetings and conferences.
 - ii) Represent SCECSAL in legal and other formal proceedings.
 - iii) Develops and negotiates strategic partnerships with international and regional organizations.
 - iv) Establish relationship with national library and information Associations in SCECSAL countries.
 - v) Serve as Secretary to the General Assembly and organises the General Assembly meetings.
 - vi) Supervise and carry out the mandate and functions of the SCECSAL Secretariat.

Participation in SCECSAL Conferences

- c) The Secretary General shall be exempt from payment of registration fees at SCECSAL conferences and any other SCECSAL organised events.
- d) The member Association hosting the SCECSAL conference shall support the Secretary General's participation in the conference and pay for the costs associated with travel, entry visa, accommodation, and a per diem to be decided upon from time to time by the General Assembly.

ARTICLE 7 – SCECSAL CONFERENCES

7.1. The Conference

- a) SCECSAL shall organize a **hybrid SCECSAL biennial** conference (hereafter "**SCECSAL Conference**").

7.2 Selection of Conference Hosts

- a) Member Associations shall bid to host SCECSAL conferences. The format of the bids and selection of the conference hosts shall be according to the guidelines approved by the General Assembly.

- b) In the absence of bids or a winning bid to host the SCECSAL Conference, the Management Board shall have the power to invite any eligible member Association to host the conference, and in such a situation the rules and guidelines requiring rotating the hosting of the conference among SCECSAL sub-regions or member Associations shall not apply.
- c) A member Association awarded the rights to host the SCECSAL Conference shall enter into a Hosting Agreement with SCECSAL at least eighteen (18) months in advance of the date anticipated for the Conference.
- d) A member Association awarded the rights to host the SCECSAL Conference shall establish a National Organizing Committee (NOC), which shall include a SCECSAL representative from the Secretariat.

7.3 Date/Month for SCECSAL Conference

- a) SCECSAL Conferences shall be held in the last week in the month of April.
- b) The General Assembly may consider holding the SCECSAL Conference in a month other than April if a member association indicates this preference when bidding to host the conference and provides justification for the change of the conference month. The General Assembly may grant the request if it is satisfied with the justification given, and the request is supported by at least two-thirds of the voting member Associations.

7.4 Virtual Only SCECSAL Conferences

- a) The General Assembly, through its Executive Committee, may approve a request from a member association to organize the SCECSAL Conference as a virtual event only if the conference cannot be held or postponed due to events beyond the control of the conference organizers or events not attributable to wrongful intent or gross negligence of the organizers.

7.5 Conference Registration Fees

- a) Unless provided for in this Constitution, all delegates shall finance their participation in the SCECSAL Conferences. Provision of any form of support to any individual or groups of individuals to facilitate their participation in the conference shall be at the discretion of the Member Association hosting the conference, in consultation with the Management Board.
- b) Conference registration fees for participants who are bona fide members of the member Associations or SCECSAL Affiliates (only two individuals this case) in good standing shall be less than that for non-members. This arrangement shall also apply to all SCECSAL events, including training workshops, seminars, webinars, etc., where payment of fees shall be required.

- c) For SCECSAL Conference registration fees and any other privileges to be accorded to bona fide members of member Associations or SCECSAL Affiliates, individuals wishing to be accorded such privileges shall bear the responsibility of proving their membership or affiliation to such associations or organizations.

ARTICLE 8 - FINANCE

8.1 Financial Year

- a) The financial year for SCECSAL shall be from 1 May to 30 April.
- b) The Management Board shall prepare and submit a budget to the General Assembly for approval, on a biennial cycle starting on 1 May in the year of the biennial SCECSAL Conference through 30 April in the year of the next biennial conference.

8.2 Bank Accounts and Signatories

- a) SCECSAL shall maintain a bank account for general administration and shall have the right to maintain other bank accounts for special purposes (i.e. projects, trust funds, etc.). Opening a bank account for special purposes shall require approval of the General Assembly.
- b) **Signatories** to the SCECSAL bank accounts shall be designated by the General Assembly at the time a decision is adopted to open a bank account or accounts.

8.3 Income from SCECSAL Conferences

- a) A member Association hosting the SCECSAL Conference shall contribute to the SCECSAL account fifty (50) percent of the funds remaining after balancing the SCECSAL conference books. Such funds shall be deposited into the SCECSAL bank account within three (3) months from the last day of the SCECSAL Conference.
- b) A copy of the audited financial statement of the SCECSAL conference shall be submitted to the Secretary General within three (3) months from the last day of the SCECSAL Conference.

ARTICLE 9 - PUBLICATIONS

9.1 Conference Proceedings

- a) The Member Association hosting the SCECSAL Conference, working closely with the SCECSAL Secretariat, shall:
 - i. Co-publish with SCECSAL a book containing selected papers presented at the conference and shall make the book available in digital format within three months from the last day of the Conference.

- ii. Submit digital/PDF publisher versions of the book and final layout individual papers/chapters to the SCECSAL Secretariat for archiving in the SCECSAL Open Access Digital Repository or any other digital repository designated by the General Assembly.
- iii. Produce and distribute, by 31 May in the year of the SCECSAL Conference, a report on the conference using the template/guidelines and format approved by the General Assembly.

9.2 Other Publications

- a) The General Assembly may decide to commission publications (both print and e-publications) on any theme/topic in the library, information and knowledge field. Such publications shall be produced and distributed under the umbrella and branding of SCECSAL.

9.3 Biennial Country Reports

- a) SCECSAL Member Associations shall submit digital copies (preferably in MS-WORD and PDF) of their Biennial Country Reports to the SCECSAL Secretariat **by 1 March** in the year of the SCECSAL Conference using the report template from the Secretariat.
- b) Only the biennial country reports received by 1 March in the year of the SCECSAL Conference shall be presented at the General Assembly and shall be posted/distributed on appropriate SCECSAL approved digital platforms for wider dissemination.

ARTICLE 10 – SCECSAL AWARDS

10.1 SCECSAL Excellence Award

- a) SCECSAL shall award the **SCECSAL Excellence Award**, in the form of a plaque, to honour and recognize individuals who have made outstanding contributions to the development, growth, and sustainability of SCECSAL as an organization, as well as to the library, information, and knowledge profession in the SCECSAL Region.

10.2 Author of the Year and Best Conference Paper

- a) SCECSAL shall award the **SCECSAL Author of the Year Award**, in the form of a plaque and the **Best SCECSAL Conference Paper** in form of a certificate to encourage research and authorship amongst library, information and knowledge professionals in the SCECSAL region.

10.3 Nominations for the Awards

- a) Nomination and selection of SCECSAL awardees shall be according to the guidelines approved by the General Assembly for the specific awards.

10.4 Other Awards

- a) The General Assembly shall be free to initiate other special or ad hoc awards to honour or recognise individuals and/or organizations as it sees fit.

ARTICLE 11 – INTEREST GROUPS

- a) The General Assembly shall support the formation of special interest groups associated with SCECSAL objectives or themes that cut across (i.e. Information Technology, Copyright, Capacity Development, Marketing, etc.) in the library, information and knowledge field.
- b) Special interest groups shall be established according to the guidelines and procedures approved by the General Assembly.
- c) Individuals wishing to form a special interest group shall apply to the Secretary General and the Management Board shall review the application and make recommendations to the General Assembly to accept or reject the application.

1 1 1 Interest Groups at SCECSAL Conference

- d) Special Interest Groups shall be free to organise sessions during the biennial SCECSAL Conference. However, arrangements to hold such events should be communicated to the Secretary General at least 12 months before the conference to facilitate their inclusion in the final planning for the conference.
- e) The costs associated with hosting events, by Special Interest Groups, that are outside the SCECSAL Conference costs shall be charged to the Groups.
- f) Special Interest Groups charging membership fees shall be required to pay a biennial affiliation fee to be decided by the Management Board and approved by the General Assembly.

ARTICLE 12 – AFFILIATION

- a) The General Assembly, by a decision of at least two thirds of the members, shall have powers to:
 - i. Affiliate SCECSAL to any international organization having similar or comparable objectives.
 - ii. Establish partnerships with organizations such as the African Union, Southern African Development Community (SADC), Common Market for Eastern and Southern Africa (COMESA), the East African Community (ECA), etc.

ARTICLE 13 – QUORUM AND VOTING

- a) The quorum for all General Assembly meetings shall be **two-thirds of the member Associations** eligible to vote and present at the time of the meeting.
- b) Voting on matters discussed at the General Assembly **shall be either by a show of hands or by secret ballot**, depending on the method of voting decided by the members present at the meeting. The SCECSAL President/Chairperson shall cast their vote in the event of a tie.
- c) Unless specifically indicated in this Constitution, a motion shall be passed by a **simple majority of the votes cast**.

ARTICLE 14 – TERMINATION OF MEMBERSHIP AND SANCTIONS

14.1 Withdraw from SCECSAL

- a) A Member Association or SCECSAL Affiliate may withdraw from SCECSAL upon giving twenty-four (24) months' notice during the face-to-face General Assembly meeting, and the notice shall be recorded in the minutes of the meeting.
- b) The General Assembly shall consider a member Association's request to withdraw from SCECSAL at its next face-to-face biennial meeting and its final decision shall be made after reviewing the report on the member Association's request by the Management Board.

14.2 Sanctions and Lifting of Sanctions

- a) When a member Association or SCECSAL Affiliate fails to meet its constitutional or any other financial obligations to SCECSAL by the deadlines set in this Constitution or by the decisions of the General Assembly, the Secretary General, shall:
 - i) seek an audience with the member Association / SCECSAL Affiliate to establish the reasons for this, discuss workable solutions, and agree on the best way and deadlines to settle the member Association's constitutional and/or financial obligations;
 - ii) if an agreement cannot be reached on how best to settle the constitutional and/or financial obligations, the Secretary General shall consult with the Management Board which shall submit a report to the General Assembly recommending the sanctions to be considered.
- b) The General Assembly shall have the power to suspend or expel, by a simple majority decision, from SCECSAL a member Association or SCECSAL Affiliate that fails to meet its constitutional and/or financial obligations for two consecutive biennials.
- c) A member's suspension from participating in SCECSAL activities, if on the account of defaulting on membership fees, shall only be lifted after paying the full amount(s) due plus a 20% surcharge on the amounts to SCECSAL.

- d) The General Assembly shall set the terms for re-admitting a member Association or SCECSAL Affiliate expelled from SCECSAL.

14.3 End of All Rights to SCECSAL

- a) All rights, title, and interest, both legal and equitable, of a member in the SCECSAL and to its properties, shall end immediately upon approval of the request to withdrawal or the termination of the membership by the General Assembly.

ARTICLE 15 – AMENDING THE CONSTITUTION

- a) Proposals to amend any provisions of the SCECSAL Constitution shall be submitted to the Secretary General **by 31 January** in the year in which the proposals shall be tabled for discussion by the General Assembly.
- b) All proposals to amend any provisions of the constitution shall:
 - i) Indicate the article or clause or section to be amended.
 - ii) Provide proposed text for the amendment or new article/clause.
 - iii) Provide rationale for the proposed amendment or introduction of the new article/clause.
- c) The Secretary General shall distribute the proposed amendment(s) to the member Associations of the General **Assembly at least 60 days before** the meeting at which the proposals shall be discussed by the General Assembly.
- d) All proposals to amend the SCECSAL Constitution shall be discussed and adopted or rejected by the General Assembly. If adopted, the amendments shall be with immediate effect and a copy of the revised constitution shall be available from the SCECSAL Secretariat and posted on the SCECSAL website or other approved digital platforms within **seven (7) days** of adopting the amendments.

ARTICLE 16 – DISSOLUTION OF SCECSAL

- a) SCECSAL may be dissolved by a decision, through a secret ballot vote, of at least three quarters of the representatives of member Associations eligible to vote and present at the face-to-face meeting of the General Assembly.
- b) All rights, title, and interest, both legal and equitable of member Associations in the SCECSAL and to its properties, shall end upon the confirmation of the results of the secret ballot vote of the decision to dissolve SCECSAL.
- c) Immediately following the decision to dissolve SCECSAL, the paid-up member Associations shall discuss and agree on how they shall dispose of SCECSAL assets and share the liabilities. **In no case shall the assets be distributed amongst the member Associations.**

ARTICLE 17 – INTERPRETATION OF THE CONSTITUTION

- a) The SCECSAL General Assembly shall have the final word on the interpretation of any article or section in this constitution, provided that such interpretation is supported by a **two-thirds majority** of the votes cast by the member Associations eligible to vote and present at the meeting.

Passed and adopted by the SCECSAL 2000 General Assembly on 15th April 2000 in Windhoek, Namibia, and as amended by the SCECSAL General Council on 24th April 2018 in Entebbe, Uganda, and the SCECSAL General Council on 23rd April 2024 in Mombasa, Kenya.