

CONSTITUTION

THE FEDERATION OF EVANGELICAL AND INDIGENOUS CHRISTIAN CHURCHES OF KENYA (FEICCK)

ARTICLE 1

NAME OF THE ORGANIZATION

The name of the organization shall be "Federation of Evangelical and Indigenous Christian Churches of Kenya"(FEICCK)(In this constitution referred to as "the Federation"

ARTICLE 2

PREAMBLES

We the people, from the Evangelical and Indigenous Christian Churches in the republic of Kenya, do constitute ourselves as an organized ecumenical entity to pursue in unity issues of common purpose and demonstrate our commitment to the use of our God-given talents, efforts, tools, materials, information system and any available resources to promote the objectives of this federation within the provisions of the word of God, Laws and the constitution of our beloved country.

ARTICLE 3

OBJECTIVES

1. To bring together Evangelical and Indigenous Christian Churches to share God-given resources and opportunities for the sole purpose of edifying the body of Christ. (II Tim. 3:16).

2. To facilitate a conducive environment for participants to share experiences and expertise for the sake of awareness and skill building with an ultimate goal of empowerment.
3. To create forums for affiliate members to come together for fellowship and conferences for the realization of cohesiveness or group solidarity as reflected in Psalms 133:1.
4. To act as an agent for empowering affiliate church members in the realization of changed lives vertically and/or horizontally as a result of utilizing natural human and spiritual resources that are within their reach and beyond.
5. To demonstrate the role of Jesus Christ through evangelization and edification of Christian Believers as well as extending a hand of compassion to the needy targeting a realization of holistic development.
6. Developing a networking process among the affiliate member churches and denominations with the like-minded organizations. Nationally and internationally for the sake of sharing of expertise, resources, dreams and aspirations.
7. To train and educate member churches in preparation for solid biblical foundations as well as sound theological foundational implications aiming a strengthening the church and the family

8. To impact development skills to affiliate members through seminars and workshops with the aim of improved sustainable development initiatives.
9. To establish micro-finance institutions in order to finance small business enterprises among the members of affiliate churches and denomination.
10. To facilitate a realization of donor funding for member churches as a result of demonstrated donor confidence through realistic project proposal write-ups and prompt submission of performance reports, this donor confidence will be enhanced through proven Christian testimony of fervent stewardship.
11. To hold occasional workshops and seminars targeting various carders of our affiliate members and the neighbouring communities with the objective of equipping them with skills and awareness building for the purpose of dealing with HIV/AIDS, Environmental issues among others which pose as societal matter of concern.
12. Bridging the gap between the main stream churches, the Evangelical and Indigenous Christian churches.
13. To establish an endowment fund, to receive grants, donations, gifts and any other form of assistance to develop Evangelical and Indigenous Christian Churches in Kenya

14. To participate in nation building activities, to be a voice of reason in matters of national significance.

ARTICLE 4

VISION/MISSION/OPERATIONAL PHILOSOPHIES

VISION

The vision of FICCK is herein noted as that of a human society in which all communities have equal opportunity to pursue their aspirations and realize their full God given potential.

MISSION STATEMENT

The Federation of Evangelical and Indigenous Christian Churches is an ecumenical corporate Bible based Organization whose main purpose is that of fulfilling the command.

PAGE 3 MISSING

The said congregation must be an affiliate member of any of the registered evangelical and/or Indigenous Christian Church in Kenya. A congregational assembly wishing to become a member of FEICCK must submit a certified copy of the official registration certificate of the church their mother church and it's doctrinal statement, and be recommended by their oversees or by a reputable overseer of our affiliate churches.

- (iii) Any denomination or congregation affiliated to the federation must be fully paid up members.
- (iv) Any denomination or congregation who cease to be members of the federation shall automatically be deleted from the list of member ship and their voting rights withdrawn.
- (v) Any member denomination or congregation may be expelled from membership if the board so recommends and if a General Assembly resolves by a two-thirds majority of members present that such a member be expelled on grounds that their conduct has adversely affected or would affect the reputation or the dignity of the federation. The board has the power to suspend any member until the next General Assembly of the federation following such suspension but no withstanding such suspension a member whose expulsion shall have the right to address the general assembly at which his expulsion shall be considered.
- (vi) Any member who resigns or is removed from from membership shall not be entitled to a refund of subscription or any part thereof or any financial or material contributions made at any time.
- (vii) Any member who falls into arrears with annual subscription for more than two years shall automatically cease to be a member of thee Federation and their organization name shall be struck off the register of members. The board may, however, at its discretion, reinstate such member on payment of amount of subscription outstanding.

RESIGNATIONS

Any member may resign at any time on notifying the General Secretary in writing, which shall take effect from the date of receipt by the secretary of such notice.

EXPULSION OF MEMBERS

An officer or members whose actions in the opinion of the National Executive Board are considered to be prejudicial to its best interests may be expelled according to the rules as from time to time constituted.

PAGE 5 MISSING

(d) Functions of the vice-chairman

The Vice-Chairman shall be the principal assistant to the chairman and shall carry out the functions of the chairman in his absence, upon delegation by the Chairman or the National Executive board.

(e) The functions of the secretary

The secretary shall be an official of the board, he shall record, advise and keep minutes of all federation's meetings and shall be in-charge of general membership, he shall receive and dispatch information to members as may be instructed by the executive board and the National Chairman.

(f) The function of the Assistant General Secretary

To deputize the secretary and to undertake the duties of the Secretary in his absence or as may be directed by the board.

(g) The Functions of the Treasurer

The treasurer shall be an official of the board and maintain details of all funds and assets of the Federation. He/ She shall advise the board on financial matters.

The treasurer shall open bank accounts on the advice of the board and shall also be a signatory to the accounts, he shall ensure the withdrawals and all financial transactions are properly authorised by the board and countersigned by the Chairman or his principal deputy.

(h) Assistant National Treasurer

He shall deputize the treasurer; he shall undertake duties of the Treasurer in his absence or as instructed by the board.

(i) National Organizing Secretary

The National Organizing Secretary will be in-charge of organizing and coordinating all the meetings of the federation. He/ She will be in charge of planning and logistics of such meetings and financial activities of the federation

(j) The Assistant Organizing Secretary

The Assistant Organizing Secretary is the Principal Assistant to the Organizing Secretary. He/ She will undertake the duties of the Organizing Secretary in his absence or as directed by the Board.

(k) Provincial Co-ordinators

Provincial Co-ordinators will be in charge of provincial offices, coordinate the activities of the federation at provincial and grassroots levels and

shall be members of the National Executive Board and shall give regular reports to the National Secretariats

(I) Administrative Management of FEICCK

The day-to-day running of FEICCK shall be administered by and Executive Administrative Management Personnel. This includes the Executive Chairman who is a member of the National Executive Board, the General Secretary, the treasurer and a carder of supporting team. The board will engage the services of qualified personnel to work for the Federation under a general manager.

REMOVAL OF BOARD MEMBERS

The Board may remove any members of the Board from office except the National Chairman, but if such member shall be aggrieved at his/ her removal he/ she may appeal to the General Assembly to be called for his purpose. In the meantime, he/ she shall cease to act as a member of the board or hold any other office of the federation, and members for the same time being of the board shall not at any time be reduced in number less than nine members. That number shall be quorum for the purpose of filling up vacancies in the board and of summoning a General Assembly, but not for any other purpose. The board may co-opt any reputable person to advice them in any capacity, which the board shall think fit.

The office of a Board Member shall be vacated:

- a) If he / she becomes of unsound mind
- b) If he/ she fails to attend three consecutive meetings of the Board, except by special leave of the Board.

- c) If by notice in writing to the Federation he/ she resigns his/ her office.
- d) Is he/ she is removed from office by a resolution duly passed under this constitution.
- e) If he/ she is removed from membership of the Federation pursuant to a resolution of the General Assembly.

ARTICLE 7

CHANCELLORS

There shall be the office of the chancellor who must be an advocate of the High Court of Kenya and Commissioner of oaths with a current legal Practicing Certificate. The Chancellor will be appointed by the National Executive Board after every three years and shall be eligible for re-appointment. The National Executive Board shall determine his remuneration from time to time. He will liaise with the Board and the Advisory Council of Reference in all matters that require arbitration. His role will be to advise FEICCK on legal matters.

ARTICLE 8

ADVISORY COUNCIL OF REFERENCE

The Advisory Council shall consist of seven non-executive members of the society. The council's role will be to advise FEICCK on matter of policy and Development. They will also be called upon to be trustees of the Federation as well as arbitrate on any disputes arising within the federation.

ARTICLE 9
MEETINGS AND QUORUMS

(a) Convenient of meetings

By meeting we mean, "a properly constituted sitting of eligible individuals by a notice dispatch of business and by quorum we mean the minimum number of such individuals to transact the business thereof.

(b) Calling and proceeding of Board Meeting

The secretary shall convene all board meetings on instructions of the Chairman at a written or verbal notice of at least 7 days indicating venue and time and when possible the agenda should accompany the notice.

The quorum at such meetings shall be 2/3 of the board members. However, no meeting shall commence in the absence of the chairman, unless with a written authority from him to the board. In such a case the vice-chairman shall chair the meeting or any board member agreed upon by the board. Questions arising at any board shall be decided by majority vote.

ARTICLE 10
GENERAL MEETINGS

a) There shall be two classes of General meetings; - **Annual General Assembly.**

b)

1) **The annual General Assembly** shall be held not later than 31st December after one year, Notice in writing of such Annual General Assembly, accompanied by the Annual statement of account and the agenda for the meeting and where practicable, by press advertisement not less than 14 days before the date of the meeting.

2) The Agenda for any Annual General Assembly shall consist of the following

- I. Confirmation of the minutes of the previous annual general meeting.
- II. Consideration of the accounts.
- III. Election of office bearers and the committee members.
- IV. Appointment of auditors
- V. Such other matters as the Board may decide or as to which notice shall have been given in writing by a member or members to the Secretary at least four weeks before the date of the meeting.
- VI. Any other business with the approval of the chairman.

C) A special General Assembly

- i. A special General Assembly may be called for any special for any special purpose by the Board. Notice in writing of such meeting shall be sent to all members not less than 7 days before the date thereof, and where practicable by press advertisement not less than 7 days before the date of such meeting.
- ii. A special General Assembly may also be requisitioned for a specific purpose by order in writing to the secretary of not less than 1/3 members and such meeting shall be held within 21 days of the date of the requisition shall be discussed other than that stated in the requisition.

D) Quorum for general meetings shall be not be less than 2/3 of the registered members of the society.

Procedure at Meetings

- a) At all meetings of the Federation the chairman, or in his absence, the vice-chairman, or the absence of both these officers, a member selected by the meeting shall take chair.
- b) The Chairman may at his discretion limit the number of persons permitted to speak in favour of and against any motion.

- c) Resolution shall be passed by Simple vote through secrete ballot or by raising hands as shall be deemed appropriate per case. In the event of equality of vote, the chairman shall have a second or casting vote.

ARTICLE 11

FUNDS AND RESOURCES

All funds and assets of the Federation shall be applied solely towards the promotion of the vision, mission and objectives of the organization and no portion thereof shall therefore be paid or diverted directly or indirectly as profit, gift, bonus or dividends to members, board officials or employees. The clause shall however not prevent the payment in good faith or reasonable and proper remuneration of any official in consideration of allowances or any contract of service in furtherance of the vision and mission of the organization. The funds of the federation may only be used for the following purposes.

- a) All the money and funds shall be received and paid to the Treasurer and shall be deposited by Him in the name of the Federation in the Bank Account(s) approved by the Board.
- b) No payments shall be made out of the bank without a resolution and approval of the Executive Board. The Chairman, Secretary and The Treasurer shall sign such payments and cheques.
- c) A sum of Kes. 5000 may be kept in cash by the Treasurer for petty disbursements, of which proper account records shall be kept.
- d) The Executive Board shall hold the authority to suspend any official on account of misappropriation and Improper accounting of Federation funds and/or assets. Such suspension shall be reported to the General Assembly to be convened on a date not more than two months from

the date of suspension. The general Assembly shall provide guidance on further action to be taken in such case.

- e) The financial year of the Federation shall run from 1st day of June to the 31st of May the following Year.

ARTICLE 12

TRUSTEES

- a) All land, building and other immovable property and all investments and securities which shall be acquired by FEICCK shall be vested in the council of not less than Five trustees who shall be non-Executive members of the Advisory Council of referees, who shall be appointed by the General Assembly for a period of 5 years. Upon retirement such trustees shall be eligible for re election. A general assembly shall have the power to remove such any of the trustees and declare such vacancies occurring by the removal, resignation or death of a member. Such vacancies shall be filled at the Next general in case of occurrence midterm.
- b) Trustees shall pay all the income received from the property entrusted to them to the Treasurer. Any expenditure in respect of such property which in the opinion of the trustees is necessary or desirable shall be reported to the National executive Board, which shall authorize expenditures of such funds as may be needed.

ARTICLE 13

APPOINTMENT OF EXTERNAL AUDITORS

- a) An auditor shall be appointed by the General Assembly through an open tendering process for a period of one year and who may be re-appointed thereafter. All federation Account record and documents shall be opened to the inspection of the auditor at any time as may be

needed. The treasurer shall produce an account of His receipts and payments and statement of assets and liabilities made up to the date, which shall not be less than six weeks and not more than three months before the date of the General Assembly. The auditor shall examine such annual accounts and statements and either clarify that they are correct , duly vouched and in accordance with the law or report to the Federation in what respect they are found to be incorrect, unvouched or not in accordance with the law.

- b) A copy of the Auditors report on the accounts and statements together with such accounts and statements shall be furnished to all members at the same time as the notice convening the general Assembly is sent out. An auditor may be paid such honourable for these duties as may be resolved by the General Assembly appointing Him.
- c) No auditor shall be an office bearer of member of any committee in the Federation.

ARTICLE 14

DISPUTES RESOLUTION

Any dispute between members, the National Executive Board and or FEICCK concerning the relation or interrelation of FEICCK activities, powers and duties shall be resolved in the following manner:-

- a) The members shall at the General Assembly elect or nominate a sub-committee of three or five disciplinary committee.
- b) The disciplinary committee shall on receipt of the complaint consider it's merits or demerits and will give notice in writing to the complainant and the member or Board members to whom the complaint is directed, which shall be answered within a specified time.

- c) The committee shall at all times observe the rules of natural justice (i.e. no one shall be condemned without being heard)
- d) The quorum for the meetings shall not be less than two-thirds of its members
- e) The Disciplinary Committee shall consider the complaint and the response and shall have the powers to do the following:-
 - i. To dismiss the complaint*
 - ii. To recommend to National Executive Board to take such action as it deems fit in the circumstances of the case*
 - iii. Recommend action to the National Executive Board to make amends, failing which the matter will be referred to the General Assembly*
 - iv. The decision of the Disciplinary Committee shall be by simple majority and will be in writing and signed by the committee members supporting it*

ARTICLE 15

ARBITRATION

Any dispute which cannot be resolved by the Advisory Council of Reference shall be adjudicated upon through arbitration. The parties concerned shall agree on three (3) arbitrators or otherwise invoke the arbitration Act of Kenya. The decision of the Arbitrator shall be communicated to the National Executive Board in writing. Decision of the Arbitrator shall be subject to appeal to the High Court whose decision shall be final

ARTICLE 16

AMENDMENTS TO THE CONSTITUTION

Amendments to the constitution of the Federation must be approved by at least a two-thirds majority of members at a General Assembly of the Federation. They cannot, however, be implemented without the prior consent in writing of the Registrar, obtained upon application to him in writing and signed by three of the office bearers.

ARTICLE 17

INTERPRETATION OF THE CONSTITUTION

The name HE shall be construed as SHE as herein applicable.

ARTICLE 18

DISSOLUTION

- a) The Federation shall not be dissolved except by a resolution passed at a General Assembly of members by a vote of two-thirds of the members present. The quorum at the meeting shall be two-thirds of the members. If no quorum is obtained, the proposal to dissolve the Federation shall be submitted to a further General Assembly, which shall be held one month later. Notice of this meeting shall be given to all members of the Federation at least 14 days before the date of the meeting. The quorum for this second meeting shall be the number of members present.
- b) Provided, however, that no dissolution shall be effected without prior permission in writing of the Registrar, obtained upon application to him made in writing and signed by three of the Office bearers.
- c) When the dissolution of the Federation has been approved by the Registrar, no further action shall be taken by the Board or any office

bearer of the Federation in connection with the aims of the Federation other than to get in and liquidate for cash all the assets of the Federation. Subject to the payment of all the debts of the Federation, the balance thereof shall be distributed in such other manner as maybe resolved by the meeting at which the resolution for dissolution is passed.

If upon the winding up or dissolution of the Federation there remain after the Satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed amongst the members of the Federation, but shall be given or transferred to Religious or other Charitable institution (s) having objects similar to the objectives of FEICCK.

ARTICLE 19

INSPECTION OF ACCOUNTS AND LIST OF MEMBERS

The books of accounts and all documents relating thereto and a list of members of the Federation shall be available for inspection at the registered office of the Federation by any officer or member of the Federation on giving not less than Seven (7) days notice in writing to the Federation.