

**AMABILA CULTURAL
ASSOCIATION
(A.C.A)**

CONSTITUTION

"WE PRESERVE THE SHILA CULTURE"

PREAMBLE

Zambia has numerous traditions and cultures among the 73 tribes. Different traditional and cultural celebrations take place annually in various places at different times countrywide. These ceremonies manifest a rich cultural heritage that includes customs, social life, rituals, oral history, music and art.

Over the years, Zambians have exhibited unity and commitment to promote and preserve their traditions and cultures. This obligation is ideally cherished and cannot be over-emphasized because a nation without a culture is as good as dead.

However, every Zambian should proudly endeavor to embrace unity and enhance traditional and cultural development. It is our duty as citizens to use the past and improve the future of our country. This initiative would greatly contribute to move this country towards attainment of Millennium Development Goals (MDG's). These goals are focused on the people in their settlements regardless of their tribal, traditional or cultural lineage.

Therefore, it is for the above background that this Association is seen to exist on the basis of this Constitution.

ARTICLE 1: NAME

The organization shall be called and registered as: **AMABILA CULTURAL ASSOCIATION**

ARTICLE 2: LOCATION

The Association shall establish its Headquarters on the Ground Floor, Church House, Room 4, PO Box 35321, Lusaka, Cell No. 0977 787449

ARTICLE 3: VISION AND MISSION

3.1 VISION:

Preserved and enhanced Shila's traditional and cultural heritage.

3.2 MISSION STATEMENT:

Amabila Cultural Association exists to consolidate unity among the Shila speaking people through coordination, promotion and enhancement of the rich cultural heritage in Zambia.

ARTICLE 4: OBJECTIVES

4.1 To create and enhance unity among Shila speaking people, share ideas and promote Shila's rich traditional and cultural heritage both at home and abroad.

4.2 The Association shall endeavour to:

1. Identify already existing traditional and cultural activities and revamp those that have not been practiced in the Chiefdom.
2. Increase the number of tourists to traditional and cultural activities in Chief Mununga's area.

3. Identify and initiate viable developmental projects and fundraising ventures in order to help promote capital base for the conduct of various traditional and cultural functions.
4. Initiate exchange of ideas, visits among Chiefs and organizers of different traditional and cultural ceremonies in conformity with the National Motto "**One Zambia One Nation**".
5. Network with stakeholders such as Government, Organising Committees, NGO's, Civic leaders and well wishers in order to conduct effective sensitization programs through seminars or workshops where special issues such as **HIV/AIDS** would be addressed.
6. Preserve traditional and cultural ceremonies in Chief Mununga's Chieftdom through production of Information, Education, Communication (IEC) and promoting materials.
7. To supplement Government's efforts to facilitating the conduct of various traditional and cultural ceremonies in Zambia.
8. To lobby and advocate for enrichment of Public Libraries and Archives in Museums with documented historical data and information about Shila's rich culture, customs, folk-lore, traditional music, art, etc.
9. Promote exchange educational visits with foreign traditional and cultural groups at regional and international levels in collaboration with cooperating partners.
10. Research on traditions, cultures and customs of Shila tribe in order to embrace and harmonize modern technology.

ARTICLE 5:

PRINCIPLES OR VALUES

1. Unity – One Zambia One Nation.
2. Preservation of Culture, Customs and Traditions.
3. Sustainability.
4. Accountability and transparency.
5. Inculcating cultural/traditional values to the young generation.
6. Gender sensitive.

7. Democracy.
8. Development

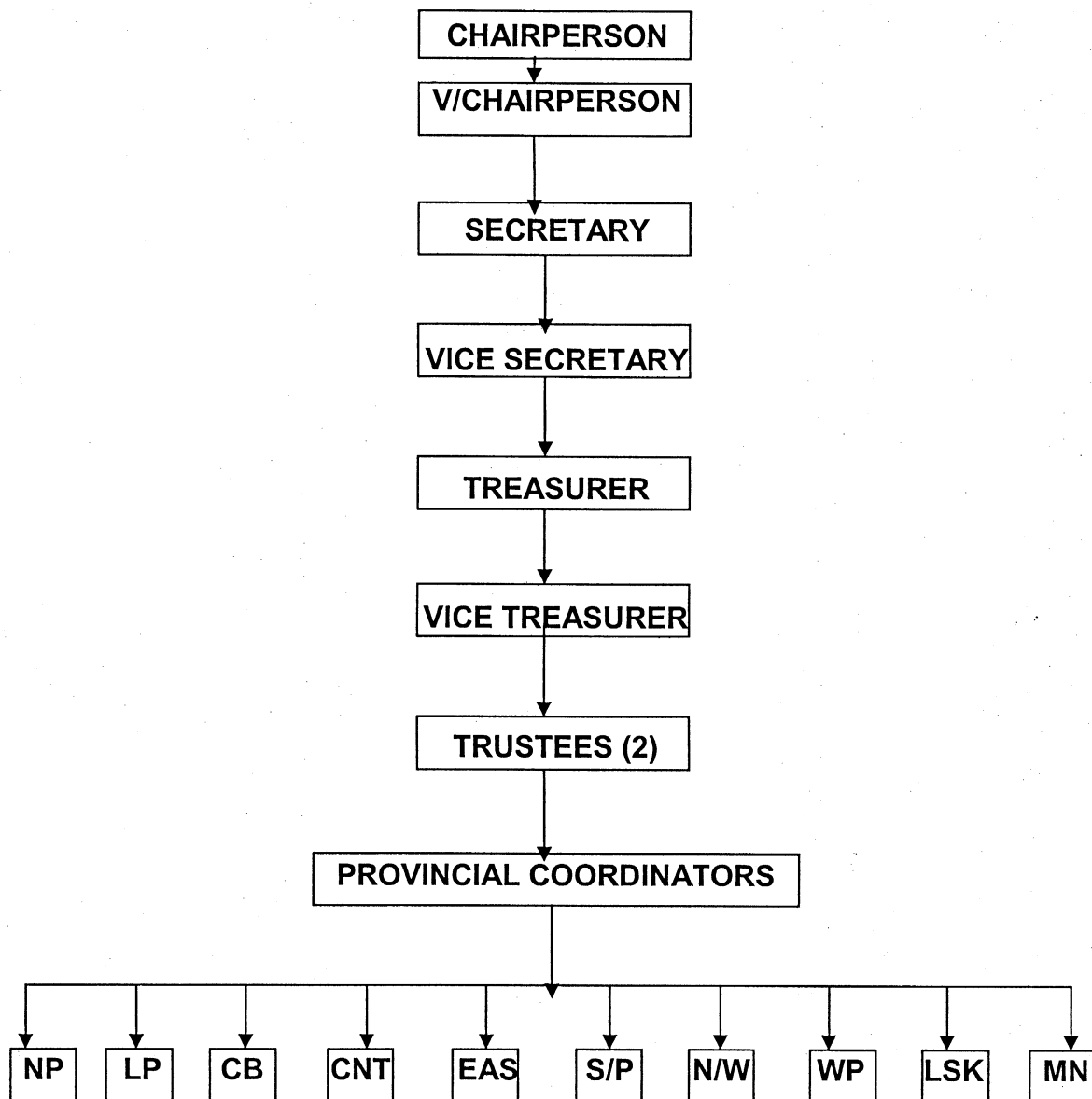
ARTICLE 6:

MEMBERSHIP FEE

1. Individual membership K100.00 (One Hundred Kwacha) per year,
2. Cultural/Traditional Grouping K500.00 (Five Hundred Kwacha) per year.

ARTICLE 7:

ORGANISATION STRUCTURE AND FUNCTIONS OF THE
NATIONAL EXECUTIVE COMMITTEE



The Association shall have the Executive Committee comprising of:

- The Chairperson
- Vice Chairperson
- Secretary
- Vice Secretary
- Treasurer
- Vice Treasurer
- Trustees (02)
- Provincial Coordinators (10)

6.2

ELECTIONS AND TERMS OF OFFICE

1. All members of the Executive shall be elected in their positions, but a member may be co-opted in the Executive Committee in case of death or resignation
2. Women and Youths also shall be elected as members of the Executive Committee.
3. The term of office shall be 3 (Three) years.
4. Members may be elected to serve not more than two (02) terms of office consecutively.

6.3

FUNCTIONS OF THE EXECUTIVE COMMITTEE

1. It shall be the main policy making body of the Amabila Cultural Association.
2. It shall convene Executive Committee meetings whenever necessary and Annual General Meetings.
3. Members shall be architects of the constitution and the interpretation of its articles.
4. It shall apply penalties and disciplinary action on offending members.
5. Members shall not receive salaries but may receive allowances.
6. Members shall attend meetings and have voting rights.
7. Members shall have a "shared vision spirit."
8. It shall facilitate lobbying, mobilizing and distributing resources appropriately.
9. Members shall promote educational exchange visits and development projects among traditional or cultural groups.
10. It shall initiate activities aimed at sustainability of the organizational operations.
11. Members shall assist traditional/cultural groupings in organizing their ceremonies without discrimination or tribal inclination.

DUTIES OF OFFICE BEARERS**A. CHAIRPERSON**

1. Shall be overseer and Chief spokesperson of the Association.
2. Shall preside at all Executive Committee Meetings and A.G.M.
3. Shall liaise with other appropriate bodies of stakeholders.
4. Shall convene meetings through the General Secretary.
5. Shall interpret and implement principles and policies of the Amabila Cultural Association.
6. Shall ensure that all members comply by the Constitution.
7. Shall delegate duties to other members or workers of the Amabila Cultural Association.
8. Shall appoint members to attend seminars, conferences, workshops and capacity-building programs.

B. SECRETARY

1. Shall take charge in the absence of the Chairperson.
2. Shall be responsible for all matters concerned with the convening, holding and minutes of the Association meetings.
3. Shall prepare and submit reports to meetings.
4. Shall be chief custodian of all administrative records and correspondence.
5. Shall up-date and keep inventory on all property of the Association.
6. Shall be the Chief Advisor to the Chairperson and other members of the Executive.
7. Shall receive all correspondence and distribute to appropriate officers.

8. Shall draw action plans as resolved by the Executive.
9. Shall harmonize administrative procedures.

C. TREASURER

1. Shall be responsible for keeping and disbursing funds.
2. Shall prepare the budget with the other Executive members.
3. Shall be the Chief Financial Advisor to the Executive Committee.
4. Shall be the custodian of official receipt books and cheque books of the Association.
5. Shall, on behalf of the Association, be responsible for all subscriptions collected and contributions made to the Association.
6. Shall avail financial books for auditing by Internal and External Auditors.
7. Shall reconcile transactions with the Bank.
8. Shall prepare and avail audited financial reports and Bank statements to the Executive Committee, A.G.M or Donors whenever required for accountability and transparency.
9. Shall facilitate insurance policies as required by the Executive Committee.
10. Shall take charge in the absence of the Chairman or Secretary.

D. TRUSTEES

1. Shall take the role of Advisers and Facilitators to the entire Executive Committee.
2. Shall assume duties assigned to them by the Chairperson or the Executive Committee.
3. Shall attend Executive and A.G.M meetings.
4. Shall have voting rights in all Executive Meetings.
5. Shall have responsibility to advise the Executive Committee on legal matters.

6. Shall have powers to dispose off Assets belonging to the Association.

E. PROVINCIAL COORDINATOR

1. Shall report to the Executive Committee.
2. Shall be in charge of a Province and coordinate matters of the Association and act as Contact persons in the Province.
3. Shall attend Executive Meetings as active members.
4. Shall facilitate meetings between Traditional Ceremony Organizing Committees and the Executive Committee.
5. Shall advise the Executive Committee on matters related to culture or tradition of a particular ceremony.
6. Shall coordinate sensitization programs in their respective Provinces.
7. Shall collect data or information from relevant officers or traditional leaders as assigned by the Executive Committee.
8. Shall interpret and communicate cultural issues in written to the Secretary.
9. Shall represent the Executive Committee by giving guidelines on specific development projects in the Province.
10. Shall promote unifying factors among different tribes in the Province on matters related to organization of traditional and cultural functions on behalf of the Association.

ARTICLE 7:

AFFILIATION

The Amabila Cultural Association shall be affiliated to local and international organizations that promote similar traditional or cultural activities.

GUIDELINES AND FUNCTIONS OF OFFICE BEARERS

1. There shall be a committee for each Province, District and Branch elected over two years by the members of the Association residing within the area of the Province/District/Branch.
2. The Province, District/Branch will organize activities at that level as per the aims/objectives and other details as outlined in this Constitution.
3. Liaise effectively between Branch, District, Province and the National Executive Committee.
4. Be accountable for any funds raised on behalf of the Association.
5. Function directly as channels of communication of NEC policy issues, current issues, plans and other to the general membership.
6. Organise several activities as directed by the NEC such as cultural, arts, crafts, cultural dances, partake in ceremonial celebrations, festivals, emerging cultural activities and others.
7. Every such Province/District/Branch duly formed shall be reported to the National Executive Committee Headquarters of the Association together with a list showing names and addresses of its' elected office bearers.
8. The Province/District/Branch Committee shall have power to call an Ordinary, Special or Emergency meeting of the whole Province/District/Branch when necessary.

9. Submit their own activities in mid year reports to the NEC.
10. Hold regular meetings as determined by their own Committees at least once every quarter with an outlined agenda. The Quorum of at such meetings shall be one-third ($\frac{1}{3}$) of the Committee Members, which shall include either the Chairman or Vice.
11. The National Executive Committee (NEC) may suspend a Provincial/District/Branch Committee of the Association and all the Office Bearers shall therefore cease to hold office and all finances and other property held by the Provincial/District/Branch to its officers shall thereupon be vested in the Trustees of the Association.
12. Members aspiring to be Office bearers of Provincial/District/Branch will have to meet the Leadership General Code/Qualifications and Attributes.
13. Carry out such duties as designated to the various Committee levels by the National Executive Committee from time to time.