

**THE CONSTITUTION OF
TANZANIA EARLY CHILDHOOD DEVELOPMENT
NETWORK (TECDEN)**



THE CONSTITUTION OF 2014 AS AMENDED IN 2022

August 2022

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PART I: PRELIMINARY

ARTICLE 1: NAME OF THE ORGANIZATION

The name of the Organization shall be Tanzania Early Childhood Development Network

ARTICLE 2: INTERPRETATION

Unless the context otherwise requires in this Constitution, the following words shall be interpreted as follows:

WORD INTERPRETATION	
Act	Non-Governmental Organizations Act, No. 24 of 2002 as amended from time to time
AGM	The Annual General Meeting of TECDEN members in accordance with this constitution
Bank Account	An account for TECDEN's funds as stipulated in this Constitution
Board	A decision-making body created to make decisions, direct advise and oversee the conduct and development of TECDEN
Board Members	Persons elected or appointed to form the TECDEN Board according to provisions of this Constitution and the Board Charter
Chairperson	A leader appointed by TECDEN Board to lead/chair the TECDEN Board in accordance with this Constitution
Child	A person below the age of 18 years
Early Childhood Development	It is the holistic and interconnected process of development across all nurturing care components, including physical, cognitive, linguistic, social, cultural and emotional capacities, where integrated and coordinated approaches to child development are the most effective approach to ensure children survive, thrive and grow to their full potential.
Executive Director	Head of TECDEN's secretariat and the Secretary to the Board
External Auditor	A person or an institution entrusted to inspect TECDEN's financial records and express an opinion as to whether financial statements regarding TECDEN resources are presented fairly in accordance with the applicable accounting standards

Financial year	A twelve months implementation of the TECDEN Strategic Plan and budget starting on 1 st of January and ending on the 31 st of December each year
INGOs	International NGOs
Management	It's a coordinating tool of the day-to-day operations of TECDEN, which is made up by employees of TECDEN.
Member	A group, organization or an institution that has joined TECDEN and fulfills all the membership conditions in accordance with this Constitution
Network	Tanzania Early Childhood Development Network (TECDEN)
NGO	Non-Governmental Organization
Office bearers	Persons elected/appointed as Chairperson, Vice-Chairperson and Secretary to the Board (or the TECDEN's Executive Director)
Regional Coordination Units (RCUs)	This is an organization working on ECD appointed by TECDEN to coordinate ECD activities at Regional Level as provided in this Constitution and the RCU Guidelines
Registrar	The Registrar of Non-Governmental Organizations
Secretariat	A management team led by the Executive Director of TECDEN in accordance with the provisions of this constitution
TECDEN	Tanzania Early Childhood Development Network

ARTICLE 3: REGISTRATION

The Organization shall be registered as a Non-Governmental Organization under the Non-Governmental Organizations Act, No. 24 of 2002 as amended from time to time.

ARTICLE 4: HEAD OFFICE

The Head Office will be based at Area D, Makole Ward, Chimuli Street in Dodoma Region with branch offices in Tanzania Mainland.

ARTICLE 5: SEAL AND LOGO

There shall be a Network seal with the name "Tanzania Early Childhood Development Network" in capital and bear the Network's logo.

ARTICLE 6: AREA OF OPERATION

The Organization shall operate in all regions of Tanzania Mainland

PART II: VISION, MISSION, VALUES, GOAL AND OBJECTIVES

ARTICLE 7: VISION STATEMENT

A society where all children are developmentally on track to reach their full potential

ARTICLE 8: MISSION STATEMENT

TECDEN is determined to collaboratively work with other networks, coalitions, institutions, the private sector, the government, development partners and other potential stakeholders to influence policies, programs and practices related to Early Childhood Development (ECD). This can be achieved through sharing of information, experience and generating knowledge; and understanding of ECD; and work towards early investments in young children of 0 – 8 years in Tanzania.

ARTICLE 9: VALUES

- a) Respect children's rights without any kind of discrimination
- b) Protect children from abuse and violence of any kind
- c) Honesty
- d) Accountability
- e) Integrity
- f) Team work
- g) Openness
- h) Transparency

ARTICLE 10: OVERALL GOAL OF TECDEN

The overall goal of TECDEN is to coordinate and empower ECD non-state actors in promoting the ECD agenda in the country.

ARTICLE 11: OBJECTIVES

TECDEN's specific objectives include:

- a) Advocating for policies, laws, regulations and frameworks that improve the services delivery to young children through engaging in policy dialogue at all levels.
- b) Mobilizing TECDEN members and other ECD stakeholders to actively participate in promoting early childhood development in Tanzania through participating in the implementation of ECD programmes.
- c) Collecting, generating and dissemination of information, data and facts addressing Early Childhood Development issues.
- d) Strengthening capacities of member organizations and other ECD stakeholders on Early Childhood Development issues to enable them to provide quality services to young children in their respective localities and workplaces.

e) When needs arise, to provide financial support/sub-grant (subject to availability of funds and the capacity of the grantee) to any group, organization or institution which is supporting TECDEN objectives or mission particularly on ECD issues

f) To become a useful link between the ECD non-state actors and the Government on issues related to ECD

PART III: MEMBERSHIP, RIGHTS AND RESPONSIBILITIES

ARTICLE 12: MEMBERSHIP

The membership to the TECDEN organization shall be open to any organization or institutions that are passionate and committed to support TECDEN work/objectives or mission particularly on ECD issues. Membership application must be sent to the TECDEN headquarters for review and approved by the Board.

ARTICLE 13: TYPES OF MEMBERSHIPS

13.1 Regular Membership

These are members whose primary objectives and functions are consistent with the overall goal of TECDEN Regular members shall be a few local ECD¹ NGOs from each region of Mainland Tanzania with the right to participate fully in TECDEN's meetings, activities including the right to vote. Regular members will apply to TECDEN, be shortlisted by secretariat and approved by the Board of Directors.

13.2 Affiliate Membership

These are members who do ECD activities at Grassroots, Regional and National Level in Tanzania. These are local ECD NGOs. They may apply or be invited for membership. Representatives from each Affiliate Organization Member shall have the right to participate in TECDEN'S meetings and activities, but they shall not have the right to vote or to hold elective office in the Network.

13.3 Strategic Membership/Partners

These are organizations or entities that may be accorded strategic membership in lieu of their contribution to TECDEN's vision, mission and/or objectives. These may include INGOs, government departments, professional organizations, media and academic institutions, development partners, etc. Strategic Members shall have the privilege to participate by invitation in the Network meetings and activities, but they shall not have the right to vote or hold an elective office in TECDEN.

¹ Refer to the TECDEN Membership Policy

ARTICLE 14: QUALIFICATIONS OF A MEMBER

An applicant will be accepted as a member if:

- i. The goals or objectives of the group, organization, community or institution, conform to issues of Early Childhood Development comprising any of the five domains of Nurturing Care Framework (Health, Nutrition, Safety and Security, Responsive Care and Opportunities for early learning)
- ii. The organization agrees to comply with the terms and conditions as set out in this Constitution.
- iii. Its existence is recognized in accordance with the laws establishing groups, organizations and institutions in Tanzania.

ARTICLE 15: MODE OF APPLICATION FOR TECDEN MEMBERSHIP

- i. A membership application form will be submitted to the TECDEN Secretariat headquarters.
- ii. The applicant should present at least two (2) referees, who maybe questioned about information, conduct and traits of the applicant organization whenever necessary. For all applications, the referee may be a private or public institution, communities,a group or other recognized organization.
- iii. Other modes and conditions for membership application can be found in the membership policy and the application form.

ARTICLE 16: RIGHTS AND PRIVILEGES OF MEMBERS

16.1 Rights

- i. Regular members will have the right to attend TECDEN Annual General Meeting (AGM)
- ii. Regular members hav the right to vote for and to be voted for TECDEN leadership

16.2 Privileges

- i. Participate in meetings and activities organized by the TECDEN upon invitationand based on the availability of resources
- ii. Receive and provide technical support
- iii. Provided or informed of any information relating to the development of children and the network in general
- iv. Participate upon invitation on ECD empowerment trainings by TECDEN

ARTICLE 17: ROLES AND RESPONSIBILITIES OF MEMBERS

- i. Respect and protect the Constitution of the TECDEN.

- ii. Regular members have the duty to share their progress report with TECDEN annually
- iii. Fully implement various rules and/or guidelines of the Network
- iv. Share all necessary information for the benefit of members and other stakeholders
- v. Members have the duty to pay the entrance and annual subscription fees
- vi. Carry out the activities related to Early Childhood Development and to share information at the appropriate level of the TECDEN.
- vii. Provide ECD education to the general public and children from across the country

ARTICLE 18: CESSATION AND RESTORATION OF MEMBERSHIP

(a) Cessation of Membership

A member may cease to be a member of TECDEN if:

- i. Members' voluntary or free will resign whereby the member must notify TECDEN in writing
- ii. They fail to pay annual subscription fee without notification
- iii. They fail to submit progressive reports for three consecutive years
- iv. They misconduct or conducting activities that lead to violation of child rights
- v. A member fails to attend three (3) consecutive meetings of the organization without prior notice
- vi. They fail to adhere to TECDEN' policies, regulations including membership policy which forms part of this Constitution

(b) Restoration of Membership

Any member whose membership was terminated or ceased in accordance with the provisions of article 17 (a) above, may apply to restore its membership:

- i. By reapplying in writing confirming that they have been able to rectify their mistakes that led to their dismissal. Its application will be discussed by the TECDEN Board and presented to the next AGM for approval
- ii. If approved to be restored, they shall agree to all conditions that will be set forth by the Board

PART IV: OFFICE BEARERS, ELECTION AND TERM OF LEADERSHIP

There shall be three (3) office bearers for the network who are the Chairperson, Vice-Chairperson and the Secretary to the Board (who is also the Executive Director).

ARTICLE 19: CHAIRPERSON

There shall be a Chairperson of the Network who shall:

1. Preside over all TECDEN's AGMs and Board meetings;
2. Be the spokesperson for the Organization;
3. Act as a link person for high level governance representation or engagement

ARTICLE 20: VICE-CHAIRPERSON

There shall be a Vice-Chairperson of the Organization who shall (upon delegation or in the absence of the Chairperson);

1. Preside over all TECDEN's AGMs and Board meetings;
2. Be the spokesperson for the Organization;
3. Act as a link person for high level governance representation or engagement

ARTICLE 21: EXECUTIVE DIRECTOR OR THE SECRETARY TO THE BOARD

There shall be an Executive Director of the Organization who shall:

1. Be an Ex-officio member of the Board of Directors (as Secretary) with no voting rights
2. Have a Seat as Secretary to the Board and AGM
3. Call for board meetings in consultation with the Chairperson;
4. Oversee the Organization's daily activities;
5. Receive all letters including application letters from new members and submit them to the Board for approval;
6. Implement lawful decisions of the Board of Directors
7. Keep all documents of the Organization in safe custody;
8. Be a co-signatory to the Organization's bank account(s);
9. Keep records of all assets of the Organization and update the Board on its/their status
10. Be the Head of the Secretariat
11. Be the spokesperson for the Network;

ARTICLE 22: ELECTION AND TERM OF LEADERSHIP OF OFFICE BEARERS AND SECRETARIAT

The Chairperson and Vice chairperson of the Network shall be elected by the AGM among the members and/or co-opted to hold office for a period of three (3) years and may be re-elected for another term of three (3) years.

ARTICLE 23: THE EXECUTIVE DIRECTOR

There shall be Executive Director of the TECDEN who will be recruited through the competitive process led by the Board of Directors after following all proper recruitment procedures.

The Executive Director shall hold office for such period and under such conditions as determined by a contract of service between him / her and the TECDEN. The recruitment process of the Executive Director shall further be provided under the TECDEN's Human Resources Manual. The tenure of the ED shall not exceed ten consecutive years of service but can be below ten years depending on other factors such as performance, disciplinary issues and availability of resources.

ARTICLE 24: LEADERSHIP ROLE OF THE EXECUTIVE DIRECTOR

The role and responsibilities of the Executive Director who is also the Secretary to the Board are outlined in Article 21 of this Constitution.

Further to article 21, the Executive Director of TECDEN will be recruited through a competitive process led by the Board of Directors after following all proper recruitment procedures and the network's HR policy.

The Executive Director shall hold office for such period and under such conditions as determined by a contract of service between him / her and the TECDEN. The tenure of the Executive Director shall not exceed ten consecutive years of service but can be below ten years depending on other factors such as performance, disciplinary issues and availability of resources.

ARTICLE 25: FINANCE MANAGER

There shall be the Finance Manager of the Organization who shall be one of the officers of the TECDEN recruited by The Executive Director and approved by the Board of Directors through a competitive process, working and reporting to the Executive Director;

Finance Manager shall:

1. Analyze and present financial reports in an accurate and timely manner; clearly communicate monthly and annual financial statements; collate financial reporting

- materials for all donor segments, and oversee all financial, project/program and grants accounting.
2. Coordinate and lead the annual audit process, liaise with external auditors and be a Secretary to the Finance Committee of the Board of Directors; assess any changes necessary.
 3. Oversee and lead annual budgeting and planning process in conjunction with the Executive Director.
 4. Administer and review all financial plans and budgets; monitor progress and changes; and manage organizational cash flow and forecasting.
 5. Implement a robust contracts management and financial management/ reporting system; ensure that the contract billing and collection schedule is adhered to and that financial data and cash flow are steady and support operational requirements.
 6. Update and implement all necessary business policies and accounting practices; improve the finance department's overall policy and procedure manual.
 7. Be a co-signatory to the bank account

ARTICLE 26: PROGRAM MANAGERS

There shall be Program Managers of the network who shall be officers of TECDEN recruited by the Executive Director and approved by the Board of Directors, working and reporting to the Executive Director. Their tenure will be guided by the contract of service from TECDEN.

The Program Managers shall:

1. Report to the Executive Director, the Program Managers will be responsible for the operational success of TECDEN ensuring seamless team management and development, and program delivery.
2. Develop and implement strategies that will maximize the synergies among program areas
3. Work with staff to develop objective performance measurements across the program, to ensure consistent, high-quality implementation and goal setting for all employees.
4. Perform other duties as described in the TECDEN's Human Resources Manual.

The recruitment process of other secretariat staff and supporting staff shall be done by the Executive Director as provided under the TECDEN's Human Resources Manual.

PART V: BOARD OF DIRECTORS AND GOVERNANCE

ARTICLE 28: ESTABLISHMENT OF THE BOARD OF DIRECTORS

1. There shall be a Board of Directors composed of the Chairperson, Vice-Chairperson, Secretary to the Board (who is also the TECDEN's Executive Director) and other co-opted members endorsed by the AGM;
2. Members of the Board shall hold office for a period of three (3) years and may be re-elected/appointed for another term of three (3) years, provided that no member of the Board shall serve more than (2) consecutive terms and no member shall be selected to the Board before completing one year as the regular member from admission date;
3. Both the Chairperson and Vice Chairperson of the Board shall be selected among Board members as prescribed in the Board Charter while the Executive Director of the Organization shall be Secretary to the Board;
4. The Board of Directors shall have not more than seven (7) members elected/co-opted to serve in any one tenure, at least three (3) of them shall be female members
5. They shall hold their meetings at least four times in a financial year or at any other time where deemed necessary;
6. The quorum shall be 2/3 of the Board members;
7. The composition of the Board shall always take into consideration inclusivity including but not limited to the issues of gender equity and persons with disabilities.

ARTICLE 29: FUNCTIONS AND DUTIES OF BOARD OF DIRECTORS

1. The Board is the final decision maker on the policies and programmes of the organization
2. The Board deliberates the annual plans and budgets of the organization
3. The Board also ensures the provision of facilities necessary for the proper governance and direction of the organization
4. The Board shall employ the Executive Director and other senior management/staff
5. The Board makes regulations for the proper management of personnel, facilities and finances of the organization;
6. To protect and advance the image of the Organization;
7. Participate in developing Organization's Strategic plans;
8. Appoint auditor(s) and recommend the name of an external auditor of TECDEN for final approval by the AGM;
9. Prepare agenda for AGM and present a members' report including annual audited financial

statements for AGMs;

10. Mobilize resources and /or to recommend alternative and sustainable sources of fund and other resources for implementation of the TECDEN Strategic Plan;
11. Create sub-committees in accordance with the requirements as provided for in the Board Charter;
12. Confidentiality and Conflict of Interest policies will be provided in the Board Charter, which forms part of this constitution.

ARTICLE 30: QUALIFICATION OF BOARD MEMBERS

A board member shall have either of the following qualifications:

- i) Must be a leader of any organization with regular TECDEN membership
- ii) A co-opted member by the Board of Directors for any special reason including ensuring at least 1/3 of the Board Members are not within the membership of TECDEN as prescribed in the Board Charter,
- iii) One Board Member must have professional background on financial matters,
- iv) Experience in leadership and willingness to work for childhood development
- v) Demonstrating readiness of dedication and commitment to support the implementation the Network activities.
- vi) Motivated to learn and share experiences with others.
- vii) Must have at least a degree or an advanced diploma in either of the following fields of law, finance, social science, early childhood development, social work, special needs, business administration or any other related qualifications.
- viii) More than five years' experience in management of a national/international institution with objectives similar to the TECDEN.
- ix) Other qualification and modes of selection are provided for in the TECDEN Board Charter which forms part of this Constitution.

ARTICLE 31: BOARD LEADERSHIP AND SELECTION OF BOARD MEMBERS

Selection, Eligibility and Procedure are provided for in the Board Charter

a) Board Leadership

- i. Board Leaders are the Chairperson and the Vice-Chairperson
- ii. These are to be elected by the Board of Directors after their first sitting.
- iii. In the absence of the Chairperson, the Vice-Chairperson assumes the role of Chairperson for 90 days until when the Board elect another Chairperson.
- iv. If the post of the Vice-Chairperson is vacant it will remain until the selection of a new office holder to be held within 90 days, unless ordinary selections are due within six months.

ARTICLE 32: CESSATION OF A BOARD MEMBER

A Board Member may cease to be a member due to one of the following reasons:

- i. Voluntarily resignation.

- ii. In the event of death.
- iii. In the event that TECDEN has been dissolved voluntarily or legally.
- iv. In the event of a member being convicted and imprisoned for a criminal offence.
- v. If a member has not attended three consecutive meetings without notice to the Chairperson.
- vi. Completed his/her tenure
- vii. In case of a serious verified conflict of interest as specified in the conflict of interest policy (and/or form).

PART VI: ANNUAL GENERAL MEETINGS

ARTICLE 33: THE ANNUAL GENERAL MEETING

1. The Annual General Meeting is the TECDEN highest authority and the final decision maker in matters relating to the activities and the conduct of TECDEN.
2. The AGM shall be held once a year on the date, time and place as determined by the TECDEN Board of Directors.
3. Notice of the Annual General Meeting shall be given by the Secretariat in writing at least twenty-one (21) days prior to the date of the meeting. This notice shall be repeated at least seven (7) days before the date of the meeting.
4. The quorum for the Annual General Meeting is two thirds (2/3) of all legitimate and voting regular members.
5. No proceedings relating to the AGM shall be permitted to take place until the quorum is reached within the time frame for the commencement of the meeting.
6. Each eligible member will have only one vote. In the event of equal votes, voting will be repeated, and in the event of equal votes again, the chairperson shall vote for decision.
7. Voting in the Annual General Meeting shall be by secret ballot and the decision shall be by a majority vote.

ARTICLE 34: POWERS/FUNCTION OF THE ANNUAL GENERAL MEETING

1. Discuss new members for admission and discipline and expel members;
2. Discuss and approve annual budgets, plans, physical and financial implementation reports;
3. Amend the Constitution;
4. Election of office bearers of the Organization;
5. Approve issues originating from the Board of Directors;
6. To approve a Board of Directors.

ARTICLE 35: EXTRA-ORDINARY GENERAL MEETING

1. The Chairperson may convene an extra-ordinary meeting on the basis of the written request from at least one third (1/3) of the eligible members of the Annual General Meeting.
2. The Executive Director of the TECDEN shall give notice of seven (7) days before the date of the Extra-Ordinary Meeting.

3. Extra-Ordinary Meeting shall be conducted in the same manner as the Annual General Meeting in accordance with the agenda of the meeting.

ARTICLE 36: THE COMPOSITION OF THE AGM

The Annual General Meeting shall consist of the following members:

- i. All regular members
- ii. TECDEN Board Members
- iii. Other category of members other than regular members may also participate as observers and without any voting rights
- iv. The Executive Director of the TECDEN as the secretary and non-voting member.
- v. Invited guests from among stakeholders, as the board may deem fit and who will not have the right to vote.

ARTICLE 36: FUNCTIONS OF THE ANNUAL GENERAL MEETING

The Annual General Meeting will have the following functions:

- i. To approve the appointed Board Members
- ii. To hold the TECDEN Board accountable.
- iii. To approve the external auditor of the TECDEN.
- iv. To set out new rates for entry fees and other contributions of TECDEN members.
- v. To amend this constitution as may be required by members or legal authorities.
- vi. Adopt policies and approve rules and guidelines of the TECDEN.
- vii. To approve the Board of Directors Reports

PART VII: REGIONAL ECD COORDINATION UNITS

ARTICLE 37: REGIONAL ECD COORDINATION UNITS (RCUs)

- i. For smooth coordination of TECDEN members from across the country, TECDEN shall establish Regional ECD Coordination Units (RCUs) in each region of Tanzania Mainland
- ii. In each region, there shall be one selected organization that will be responsible with the coordination of all matters relating to ECD at Regional Level.
- iii. The RCUs will coordinate all matters relating to ECD under the supervision of TECDEN secretariat as provided for in the RCU Guidelines.

ARTICLE 38: SELECTION OF THE REGIONAL ECD COORDINATION UNITS

- i. The recruitment of RCUs shall follow criteria through advertisements by TECDEN secretariat whereas members in respective regions will meet to propose three (3) candidates as potential RCU organization from members in that particular region. The TECDEN secretariat will then verify and appoint one organisation for approval by the TECDEN Board.
- ii. Selection and approval of RCU shall be conducted after every three years and the elected members shall be eligible to be re-elected for two consecutive terms.
- iii. The Head of the Organization that has been selected as TECDEN's RCU will automatically become the Regional Coordinator of TECDEN or any other person as provided for in the RCU guidelines.

**PART VIII: FINANCIAL MANAGEMENT, CONSTITUTIONAL AMENDMENT,
DISSOLUTION AND CONFLICT RESOLUTION**

ARTICLE 39: FINANCIAL YEAR

The financial year of the Organization shall be between 1st January and 31st December of the calendar year.

ARTICLE 40: SOURCES OF FUNDS

The sources of funds for the Organization shall be-

1. Membership entry and annual subscription fees;
2. Fundraising;
3. Legal gifts from friends;
4. Grants, donations;
5. Income generating activities
6. Proceeds of the sale of its property or services of its members
7. Interest and profits accruing from property and investments of its funds
8. Any other funds, which may be raised in accordance with the aims and objectives of the TECDEN.

ARTICLE 41: USES OF FUNDS

Funds however obtained shall solely be applied towards the promotion of the objectives of the Organization including sub-grating. A separate financial manual on sub-grating shall be developed to regulate sub-granting process.

ARTICLE 42: BANK ACCOUNT

There shall be a bank account (or bank accounts) opened in the name of the Organization. The Executive Director, and any Program Managers shall be the signatories to the Bank Account of the organization with an addition of the Board member. The Finance Manager shall initiate all payments related to TECDEN Bank Accounts. For any transaction to be affected there must be signatures of two signatories among the four signatories and one should come from Block A (Executive Director and Board member) and another should come from Block B (TECDEN Managers) . No any member of TECDEN will be allowed to use TECDEN name to open and operate another bank account.

ARTICLE 43: CONSTITUTIONAL AMENDMENTS

Any part, clause of this Constitution may be removed, added, or amended by the General Meeting by the majority vote of eligible voters held for that purpose by:

- a. The General Meeting by the majority vote of eligible voters held for that purpose.
- b. It can also be amended or changed due to current needs arising out of existing findings based on research or other emergency requirements.

c. This Constitution may also be amended or changed by the order of other governmental and legal authorities.

ARTICLE 44: DISSOLUTION

1. The Organization may be dissolved by resolution passed at the General Meeting, by at least a two thirds (2/3) majority of members eligible to vote or by operation of law.
2. In the event Organization is dissolved, all assets remain after payment of debts shall be transferred to another Non-Governmental Organization registered under the Act with Similar objectives with this Organization.

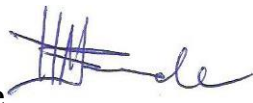
ARTICLE 45: CONFLICT RESOLUTION AND ACCOUNTABILITY

1. No member who should be held accountable for acts, negligence, or violations of the rules of one of the other members or TECDEN employee or for any loss or damage resulted from the implementation of the functions of its organization’s TECDEN related activities unless proven to be an act, or the negligence due to the will or negligence of that member.
2. Whenever arises a conflict within the Organization; the Board will be responsible to settle the dispute;
3. If the Board fails to handle the dispute, the matter will be referred to the General Meeting for final decision.

Signed by:

Board Chairperson

Name Mohamed Nkide

Signature 

Date: 26th August, 2022.

Board Secretary/Executive Director

Name: Mwajuma Rwebangila

Signature: 

Date: 26th August, 2022