

THE CONSTITUTION

THE PREAMBLE

- RECOGNIZING** the supremacy of Parliament as the institution to which a government is answerable and accountable;
- AWARE** that corruption poses a grave danger to the well-being of all people and to the development of their societies;
- ALARMED** that corruption diverts scarce resources from basic human needs and destroys confidence in the integrity of our institution;.
- CONCERNED** that it is essential that we develop healthy, balanced relations between the state, civil society and the marketplace and that Parliament be strengthened as an effective institution of accountability in approving the policies and actions of government;
- ACKNOWLEDGING** that corruption can best be controlled by strengthening systems of accountability, transparency and public participation in the governance process.

REALIZING

the value of Parliamentarians coming together to create a proactive strategy, to share information, experience and lessons learned, and to develop initiatives to strengthen Parliament in the fight against corruption;

REITERATING

Our commitment to promote legislation to strengthen society and uphold transparency and accountability by:

- Building the commitment and capacity of Parliament to exercise accountability with particular relation to financial matters;
- Sharing information lessons learned and best practice.
- Undertaking projects to reduce corruption and promote good governance.
- Recognizing that the rule of law is paramount in the development of a healthy, free and productive society.

Do hereby resolve to form a national forum for Parliamentarian against corruption as a tool for strengthening Parliament's effectiveness as the first line in the fight against corruption.

CONSTITUTION, RULES AND REGULATIONS
OF
SIERRA LEONE PARLIAMENTARIANS AGAINST CORRUPTION

ARTICLE 1 NAME

The name of the organisation shall be Sierra Leone (SALONE) Parliamentarians Against Corruption (hereinafter called SALPAC).

ARTICLE 2 - REGISTERED OFFICE

The registered office of SALPAC shall be situated at Parliament Building, House of Parliament, Tower Hill Freetown.

ARTICLE 3 - NATURE, AIMS AND OBJECTIVES OF THE ORGANISATION

(1) NATURE

The organization is non partisan and non profit making. It is geared towards bringing together Parliamentarians to combat corruption, promote transparency and accountability in order to ensure high standard of integrity in public transaction. The organization is made up of Parliamentarians, Former Parliamentarians,(donors, national and international organization funding SALPAC).

The organization shall be an affiliate of African Parliamentarian Net work Against Corruption (APNAC) and Global Organization Of Parliamentarians Against Corruption (GOPAC.) The organization shall not deviate from the Aims and Objectives of APNAC and GOPAC.

AIMS AND OBJECTIVES

The aims and objectives of SALPAC, in line with those for GOPAC and APNAC shall be :

1. To promote the rule of law and the accountability of the state institution.
- (2) To develop capacity of Parliament in order to supervise the activities of government and other public institutions, thereby making them more accountable.
- (3) To foster and facilitate the exchange of information, knowledge and experience among its members.
- (4) To share information on lessons learned and best practices on anti-corruption measures.
- (5) To encourage parliament and parliamentarians to develop and enact legislation that promotes good governance, transparency and accountability.
- (6) To promote measures aimed at dealing effectively with corruption and to raise general awareness on the issues of corruption at all levels of society.
- (7) To educate parliamentarians and policy makers on the existence, nature and ways of combating corruption.
- (8) To advocate for the inclusion of anti-corruption measure in all government programs and work for the improvement of the capacities of national institutions to deal effectively with corruption.
- (9) To work with both local and International bodies in the mobilization of resources for anti-corruption programs including:

* Supporting the activities of similar organizations.

- * Information sharing through the use of web-sites, e-mail and other services.
 - * Sponsoring anti-corruption workshops at a national level;
 - * Liaising and working co-operation with international organizations, parliamentary institutions, civil society and other organization on all matters aimed at improving governance, transparency and accountability.
 - * Conducting research and dissemination information on best practices.
 - * Promoting the causes of Members in furtherance of the aims and objectives of the organization.
- (10) To do all other things as are incidental or conducive to supporting and promoting the realization of any of these objects, including the capacity to raise money from public or private sources (National, Regional or International).

ARTICLE 4 MEMBERSHIP

Membership of SALPAC shall comprise the following:

- (1) Founding Members
- (2) Full Members
- (3) Honorary Members
- (4) Observer Status Members

(1) FOUNDING MEMBERS

These shall include all those in attendance during the first inaugural meeting held at the parliament building, Tower hill, Freetown.

(2) FULL MEMBERS

These shall include all parliamentarians, former parliamentarians who are fully paid-up and registered as prescribed by the executive committee. Such members shall have the right to vote and be voted for in an election.

(3) **HONORARY MEMBERS**

These shall include any member of the public who have vested interest in the aims and objectives of the organization. Such members may be experts in anti-corruption matters legal luminaries or members of the public interested in anti-corruption matters.

(4) **OBSERVER STATUS MEMBERS**

These will include donors both Local and International funding SALPAC.

ARTICLE 5 TERMINATION OF MEMBERSHIP

- (a) Membership shall terminate upon death, removal, or voluntary withdrawal from the organization.
- (b) A Member must give the Secretary a written notice of his/her decision to withdraw from the organization.
- (c) A Member may be suspended or removed from the register by a decision of the Board of Directors if a Member is more than one year in arrears of subscription payment OR for a cause as determined by the Board of Directors.
- (c) 1) A member who has been suspended or removed from the register may appeal his/her suspension or removal within three months of the date of the decision of the Board.

ARTICLE 6 - CODE OF CONDUCT

- (a) All members shall behave and conduct their affairs in a manner consistent with the values that SALPAC, APNAC and GOPAC defend, as well as strive to uphold the integrity of those values.
- (b) A member shall avoid actual, potential and perceived conflicts of interest.
- (c) A member must report to the organization all actual, potential and perceived conflict of interest as soon as the member becomes aware of any circumstances, which may give rise to a conflict of interest.
- (d) The evaluation of a breach of the values of the organization will be made by the Board of Directors who shall have full authority to decide on the appropriate sanctions that may be imposed in any given case.

ARTICLE 7 : ORGANS

The organs of SALPAC shall be:

The Board of Directors
The Executive Committee
The General Membership

ARTICLE 8: BOARD OF DIRECTORS

- 1. The Board of Directors shall comprise a chairperson and other Members who shall be elected from a list of current members. The term of office of a member of the Board shall last no more than two years.
- (1a) Three month prior to an election the Board shall create a nomination committee to present a list of candidates taking gender into consideration.
- (2) In the case of death, absence or removal of a Board member, the Board may nominate a substitute to hold office for the remainder of the members' terms.

- (3) Members of the Board shall elect an executive body composed of one Chairperson, one Vice Chairperson, and a Secretary. The election shall take place at the first meeting of the full Board which meeting shall be held no more than 30 days after the Board is constituted. The meeting of the Board shall place on a periodic basis the timing of which is to be decided at Board discretion.
- (4) The chairperson cannot serve in the same post for more than two terms of two years and at the end of that period must be replaced by a current member.

The Board shall have authority to decide on any matter that is of importance to the organization as well as the authority to guide the implementation of its decisions in accordance with the aims and objectives of the organization.

- (5) A quorum for the Board of Directors shall be $\frac{1}{2}$ of the member.
- (6) Founding members shall fill interim positions on the Board.
- (7) The Board has power to adopt its own agenda at its meetings
- (8) Decisions are made by simple majority vote and each Board member shall have one vote. In the event of there being no majority the Chairperson has a casting vote.
- (9) Minutes will be kept of meeting and decision made which must be signed by the Secretary or in his/her absence an officer designated by the Board.

In addition, the Board shall have power to do the following:

- (a) Consider the reports of the Executive Committee and decide whether to give formal approval to the actions of the executive.
- (b) Determine the annual subscription to be paid by members.

- (c) Establish rules in relation to contributions, donations and gifts to the organization.
- (d) Approve an annual budget and any supplementary matters.
- (e) Approve membership application as well as take decision on the suspension and removal of a member.
- (f) Consider and make recommendations on proposals to amend any of the Articles.

ARTICLE 9 - THE EXECUTIVE COMMITTEE

- 1 (a) The Executive committee is the administrative organ of the organization and shall be comprised of a President, Vice President, Secretary and Treasurer to be elected by general membership.
 - (b) The term of office of a member of the executive shall be no more than two terms of three years each.
 - (c) Interim vacancies on the executive committee are to be filled by the Board of Directors from current members.
2. The executive committee is responsible for all matters pertaining to the organization.
 3. In particular it shall have the following functions:
 - (a) To receive all other applications for membership, or affiliation to the organization and to forward such request with a recommendation to the Board of Directors.
 - (b) To summon a meeting of the Board of Directors in case of an emergency and to fix the date and place of that meeting.
 - (c) To propose to the Board the annual work program and budget of the organization.

- (d) To organize a calendar of activities in conjunction, with the Global Organization for Parliamentarians Against Corruption (GOPAC) and other regional chapters.
- (e) To supervise and administer the Secretariat. In particular, to ensure the implementation of decision taken by the Board of Directors.
- (f) To inform the board about activities of the Executive committee through a report by the President.
- (g) To act as the official communication organ of the organization.
- (h) To facilitate and promote communication between members.
- (i) To enter into contract on behalf of the organization
- (j) To borrow, raise, receive and spend funds for the objects and purpose of the organization.

The borrowing powers of the executive committee cannot be exercised unless:

- (a) Prior approval has been obtained from the Board
 - (b) The loan is secured with the organization's funds or assets
5. The executive committee may delegate any of its powers or duties to its own sub-committee.
 - (6) A quorum for the executive shall be three.
 - (7) The manner and timing of a meeting is role decided by the Chairperson. The Secretary at the request of the chair shall call meetings. In the absence of the chairperson the Vice Chairperson shall act in that capacity.

- (8) Decisions are made by simple majority vote and each member is entitled to one vote. In the event of the tie the chair shall have a casting vote.
- (9) Minutes of meetings must be signed by the Chairperson and Secretary

ARTICLE 10 SECRETARIAT

- (1) The Secretariat of the organisation shall be situated at Parliament Building Tower Hill, Freetown or any other location approved by the board and the executive.
- (2) The following shall be the function of the Secretariat.
 - (a) To be the Permanent Headquarters of the organization
 - (b) To keep records of membership, and to promote new membership and affiliations.
 - (c) To co-ordinate and facilitate the activities of the various organs of the organization. In particular, to provide a supporting role to the executive committee.
 - (d) To collect and disseminate information concerning the organization and its members.
 - (e) Ensure that the organization's membership is well informed of its programs and activities.
 - (f) To maintain liaison and co-ordinate activities between the organization and other groups or institutions.
 - (g) To co-ordinate the organization's representation at conferences.
 - (h) To handle finances, keep the records and archives of the organization.

ARTICLE 11 FINANCIAL PROVISIONS

- (1) Monies are to be used for the fulfillment of the organization's objectives and to maintain it as an autonomous entity.
- (2) Sources of finance shall include the following:
 - (a) Fund raising activities
 - (b) Donations and grants
 - (c) Subscription as established by the Board
 - (d) Contributions, including those from the government. Government agencies, corporations or other business entities, international organization, individuals and other organizations and
 - (e) Any other sources determined by the Board to be appropriate.

ARTICLE 12 BANK ACCOUNT

- (1) The executive committee shall by a general resolution keep a bank account in a financial institution and all financial transaction, shall be carried out in the name of the organization.
- (2) All cheques of the organization shall be signed by the President, Secretary and Treasurer. Two of whom shall have power to signed will draw money from the account.

ARTICLE 13 ACCOUNTS AND AUDIT

- (1) The executive committee shall prepare a budget; keep books of account to be audited annually by an independent auditor who shall be a member of the national accounting or auditing profession of the country.
- (2) Budget and work plan shall be presented to a meeting of the Board of Directors to be approved annually.

- (3) The Secretariat shall prepare an annual report showing amount and sources of funding received and spent in the fiscal year.

ARTICLE 14 AMENDMENTS AND REPEAL

- (1) This constitution is subjected to amendment by 2/3 of fully registered and paid up members present at a meeting. Provided notice of such meeting is duly served on members as required by this constitution.
- (2) Any member proposing a change shall in writing notify the Secretary of his proposal not less than 21 days before the date of the meeting at which it is first considered.
- (3) If approved, the said changes shall be embodied in the amended constitution.

ARTICLE 15 SEAL

- (1) The executive committee shall bear a stamp that shall be the official stamp of the organization.
- (2) The stamp must only be used by the President and the Secretary and every document to which the stamp is affixed shall be signed by the President and the Secretary.
- (3) It shall be the official stamp of the organization.

INTERPRETATION

EXCEPT THE CONTEXT OTHERWISE REQUIRES THE FOLLOWING SHALL MEAN:

BOARD - A MEMBER SERVING ON THE BOARD

EXECUTIVE- A MEMBER OF THE ADMINISTRATIVE ORGAN

FULL MEMBER - FULLY PAID UP AND REGISTERED PARLIAMENTARIAN AND FORMER PARLIAMENTARIAN

CHAIRPERSON – CHAIR OF THE BOARD

PRESIDENT - PRESIDENT OF SALPAC