

# **ASSOCIATION : “TERTIARY CENTER FOR EYE HEALTH OF THE CHILD” (CHILD EYE HEALTH TERTIARY FACILITY), CTSOE, asbl.**

## ***STATUTES***

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### **PREAMBLE**

Considering the Law n ° 1/11 of April 18, 1992 establishing the ASBL;

Given the importance of non-profit associations in Burundi ;

The Extraordinary General Meeting of the founding members of the non-profit and non-political association " **CENTER TERTIAIRE DE SANTE OCULAIRE DE L'ENFANT**" (**CHILD EYE HEALTH TERTIARY FACILITY**), CTSOE, asbl , held on 02/09 / 2016 , having deliberated and adopted these Statutes:

### **CHAPTER I: NAME, PURPOSE, HEADQUARTERS AND DURATION.**

**Article 1** : A non-profit and apolitical association called "**TERTIARY HEALTH CENTER FOR CHILDREN**", CTSOE, asbl. (**EYE CHILD HEALTH TERTIARY FACILITY**), governed by the law n ° 1/11 of 18 April 1992 Organic Framework Nonprofit organizations and by the Statutes present.

**Article 2** : The head office is established in Bujumbura.

**Article 3** : The Association is created for an indefinite period.

**Article 4** : The purpose of the Association is to:

1. Contribute to the reduction of blindness in Burundian children under the age of 15 by allowing them access to quality eye care ;
2. Build the capacities of service providers in Pediatric Ophthalmology ;
3. Strengthen the identification and referral system for children with ocular pathologies to service providers ;
4. Ensure adequate follow-up for children who have received care for a certain period of time so that they can fully regain their vision.

### **CHAPTER II: MEMBERS: MEMBERSHIP, LOSS OF QUALITY, RIGHTS AND OBLIGATIONS.**

#### **SECTION 1: MEMBERS**

**Article 5 :** The Association is composed of two categories of members: Member s founders and associate members .

**Article 6 :** Is a **founding member**, any individual who has contributed to the creation of the Association participated in the first Constituent General Assembly.

**Article 7 :** Is **associate member**, any person who wishes to be a member of the association and that the application by writing to the Legal Representative of the Association who is also Chairman of the Executive Committee, which, in turn, submits this request to the General Assembly for approval. Note that the founding members and the associate members constitute the effective members.

## **SECTION 2 : OF MEMBERSHIP AND LOSS OF MEMBERSHIP**

**Article 8 :** Membership in the Association must be done by a letter of membership request addressed to the Legal Representative who, in turn, submits the request to the Executive Committee for analysis , then to the General Assembly for approval.

**Article 9 :** Membership is lost either by:

- Death;
- Exclusion ( *decided by the General Assembly* ) ;
- Dissolution of the Association ;
- Voluntary resignation of a member noted by the General Assembly.

**Article 10 :** Can be excluded from the Association by the General Meeting, any member who:

- Is guilty of acts likely to prejudice the Association;
- Is guilty of a flagrant violation of these statutes and / or Internal Rules of the Association;

## **SECTION 3: RIGHTS AND OBLIGATIONS OF MEMBERS**

**Article 11 :** The quality of member confers on its holder the right to participate in all the activities of the Association.

**Article 12 :** Any member has the right to elect and to be elected to all the organs of the Association in compliance with the conditions and procedures defined for this purpose.

**Article 13 :** Each member is required to:

- Regularly participate in meetings and other activities organized by the Association ;
- Refrain from any act likely to harm the association.

## **CHAPTER III : ORGANS**

**Article 14 :** The organs of the Association are:

- The general Assembly;
- The Executive Committee.

## **Section 1<sup>st</sup>: Of the General Assembly**

**Article 15 :** The General Assembly is composed of any effective member whose quality is recognized by these statutes and is the sovereign organ of the Association. It meets in ordinary session once every six months and can meet in extraordinary session as many times as necessary when convened by the Chairman of the Executive Committee or the Vice-Chairman in the event of his being unable to attend. The General Assembly can also be convened at the request of 2/3 of the effective members.

**Article 16 :** Being a sovereign body, the General Assembly of the Association, has extensive powers for any act concerning the Association.

**Section 17 :** The General Assembly can validly sit when the 2/3 of the full members are present. If this quorum is not reached at the first convocation, a second convocation is sent in written form to all members, and the General Assembly may validly sit if at least half of the effective members are present.

**Article 18 :** The General Assembly is convened at least 15 days before the meeting is held. The convocation must specify the agenda, time, date and place. However, any question not appearing on the agenda can only be raised in the miscellaneous chapter and be part, if necessary, of the agenda of the next General Assembly.

**Article 19 :** All decisions of the General Assembly are taken by an absolute majority of 2/3 of the effective members present.

## **Section 2<sup>nd</sup>: From the Executive Committee**

**Article 20 :** The Executive Committee is the governing body of the Association. He ensures the management and administration of the Association's activities, and implements the decisions and recommendations of the General Assembly. He develops and coordinates programs and / or Projects of the Association. If the mandate is for **5 years renewable once** .

It is made up of three ( 3) members elected by the General Assembly.

It is:

- President at the same time Legal Representative of the Association;
- Vice-president at the same time Alternate Legal Representative of the Association;
- The program officer s simultaneously Treasurer .

**Article 21 :** The Legal Representative ensures the implementation of decisions and recommendation s of the General Assembly. He organizes, convenes and directs the meetings of the General Assembly. He is replaced by the Alternate Legal Representative in the event of his incapacity.

**Article 22 :** The Program Officer s at the same time treasurer ensures the coordination of the activities of ' association, keeping records, drafting correspondence and minutes of the Executive Committee and the General Assembly , and sign celles- this jointly with the Legal Representative. He is also responsible for keeping the treasury and the detailed daily accounts of the Association's operations and must prepare the annual financial report and present it to the Executive Committee for analysis and to the General Assembly for approval.

**Article 23** : In the event of vacancy by resignation, death and / or any other reason not defined by these statutes, the Executive Committee appoints an interim member of the General Assembly, pending the elections which must be organized within three months. The vacancy of the post is published by the President of the Executive Committee at least one month before the elections.

Applications are submitted to the secretariat in accordance with the procedures defined for this purpose. If no application is received, the deadline is extended by one month.

#### **CHAPTER IV: RESOURCES AND FINANCIAL ORGANIZATION OF THE ASSOCIATION**

**Article 24** : The resources of the Association come in particular:

- Donations from association partners.

**Article 25** : At December 31 each year , the inventory of securities and real estate , all debts and claims of ' association is organized . It establishes the state of origin and the use of funds for the financial year ended on this date.

**Article 26** : The financial year begins on January 1 and ends on December 31 of each year. Exceptionally, the first exercise begins on the day of the Association's approval by the competent authority.

#### **CHAPTER V : MODIFICATION - DISSOLUTION - LIQUIDATION**

**Article 27** : Any modification of the Statutes is the exclusive competence of the General Assembly ruling by an absolute majority of 2/3 of the effective members.

**Article 28** : The Association may be dissolved by decision of the General Assembly, in accordance with the law and these Statutes. In this case, the General Assembly appoints the liquidator (s) responsible for determining the assets and liabilities of the Association. After the clearance of the liabilities and the recovery of the debts , the General Assembly allocates the rest of the assets of the Association on the account of an Association having the same objectives and intervening in the same area of action as the Association dissolved.

**Article 29** : These Statutes come into force on the day of the Association's Approval by the administrative authority empowered in accordance with the legislation on Non-profit Associations.