

**GENERAL CONFERENCE OF AKURINU  
CHURCHES ASSEMBLY.**

**(GECACA)**

**CONSTITUTION  
AND BY-LAWS.**

**AS PROPOSED AND ADOPTED BY  
THE NATIONAL STEERING COMMITTEE,**

# 1. PREAMBLE.

We the members of the Akurinu Community of Churches,

**Honouring** the Will of God in our Special Calling,

**Acknowledging** His Supremacy,

**Appreciating** our special calling, the Diversity and the uniqueness in our Calling,

**Exercising** our Historical role of interceding for our nation and Realizing that our diversity and unique calling merits an appropriately constituted National body.

And **Whereas** in the period between 1970's and 2010 efforts have been made to unite member churches within the Akurinu faith.

**Honouring** and **Respecting** those who have committed them in search for unity,

**Affirm** that generally an organization with a wider scope and that embraces all aspects of life and membership, and that gives full representation of the Akurinu churches,

**Adopt, Enact** and **Give** this Constitution to ourselves, as the General Assembly of General Conference of Akurinu Community Churches Assembly and to our future generations.

## 1.1 PRELIMINARY.

**1.1.1.** This Constitution shall be cited as General Conference of Akurinu Churches Assembly (GeCACCA) Constitution and shall come into operation on such a day as is approved by the General Assembly.

**1.1.2.** In this Constitution, unless the context otherwise requires,

**‘General Conference’** means the Umbrella body of Akurinu Community Churches i.e The General Conference of Akurinu Community Churches Assembly, also abbreviated as **‘GeCACA’**.

**‘Registrar’** means the registrar of Societies.

**‘Member’** means any church, association and organization duly registered and is registered as a member of GeCACCA.

**‘Member of General Assembly’** is any delegate representing a member church/organization of General Conference.

## 2.0 IDENTITY.

### 2.1 Name & Establishment.

There is hereby established the **General Conference of Akurinu Churches Assembly (GeCACA)** (hereinafter referred to as the ‘General Conference’ in this Constitution).

The General Conference is a family of Christian communion and an umbrella body comprising of duly registered churches and organizations that profess and advance the Akurinu faith, beliefs and doctrines. It is a society of members united in faith, calling and purpose.

This Constitution shall be the Supreme organ of the General Conference.

## **2.2 Registered Office.**

The General Conference's Head Office will be determined and established by the National Executive Council. (NEC).

## **3.0 VISION.**

One Church, One Calling, and One Faith: United in purpose and mission.

## **4.0 MISSION.**

- I. Promote and Facilitate Unity, Fellowship and Partnership within the Akurinu Community and the body of Christ.
- II. Promote and Enhance consultations and joint action by members in all actions that bear upon our faith and witness, be it doctrinal, liturgical or administrative.
- III. Engage in capacity building to enhance members undertake their mission.
- IV. Nurture a common understanding of the Akurinu faith and mission.
- V. Promote the Historical Role as pertains our Special Calling.

## **5.0 OBJECTIVES & FUNCTIONS.**

- i. To engage in and provide quality, fair and accountable leadership to the Akurinu Community of believers.
- ii. To promote Unity and co-operation among churches within the Akurinu Community.
- iii. To establish, enhance and entrench mechanisms and platforms aimed at enhancing unity, co-operation and enriching the Akurinu faith.
- iv. Capacity building to enhance advancement of our faith as entrenched and founded in the Holy Scriptures.

- v. Facilitate acquisition of necessary resources by members for efficient undertaking of our mission and historical role.
- vi. Promote services that are holistic, relevant and self sustaining.
- vii. Promote the Akurinu community's corporate image, identity and growth for faithful and effective stewardship of corporate Vision, mission, heritage and sustainability.
- viii. Facilitate members for effective expression of the Akurinu faith and the Christian doctrines, over all aspects of human life.
- ix. Bring together representatives of the General Conference membership and other interested parties for prayer, periodical consultations and reflections on matters that pertain to our Faith, Calling spiritual and social life.
- x. To establish mechanisms and systems that will strengthen the capacity of the General Conference's membership to promote their spiritual and institutional growth.
- xi. Provide a link between membership, the people, the Akurinu community and the government of Kenya and other bodies in matters of common concern.
- xii. Facilitate the breaking of barriers between membership, the people of Kenya and nurture a united human race living in peace, justice, Love and fear of the Lord.
- xiii. To exercise and establish counseling, mediation and reconciliation roles and mechanism within and between memberships interested groups or persons.
- xiv. To invest, acquire and dispose off by purchase, donation, lease, exchange or by any other legal means movable and immovable properties for use in facilitating the achievement of the objectives of the General Conference.
- xv. Promote sound internal governance and relationships with third parties as is consistent with the Akurinu faith and Christian principles.
- xvi. To seek and obtain legal advice and any other assistance on any matters affecting the Akurinu faith.
- xvii. To participate with other organizations, in conferences, local or international.
- xviii.** To undertake any other function that is right in the judgment of the General Assembly.

## 6.0 MEMBERSHIP.

### 6.1 Basis of Membership.

The General Conference recognizes that each church and organization within the Akurinu community has its own basis or order and leadership; nevertheless all members of the General Conference shall accept any general rules and regulations as may be set out in this constitution by the General Assembly.

In matters of faith and doctrine the General Conference shall be governed by the membership criteria that shall be spelt out by the General Assembly.

### 6.2. Membership Committee.

There shall be a **Membership Committee** constituted by the National Governing Council as set out in the by-laws and that shall concern itself purely with matters of membership criteria, basis, applications and approval.

The committee shall also educate members on their rights and obligations and ensure members meet their obligations

### 6.3. Classes of Membership.

Membership of corporate bodies into the General Conference may be in either one of the following classes;

#### i. Full Membership.

Open to all churches that profess the Akurinu faith and are duly constituted in Kenya and that pass membership criteria as shall be set out by the National Executive Council.

**ii. Associate Membership.**

Open to all locally constituted organizations, fellowships and groups organized to promote some definite activity that pertains the Akurinu community, doctrine and faith, and that are not directly under any church as defined above.

**iii. Fraternal Membership.**

Open to churches, organizations and groups duly constituted outside Kenya and that promotes a definite activity to advance the Akurinu faith or profess the Akurinu faith.

Whereas there are groups, organizations and churches that may not strictly profess the Akurinu faith or are duly constituted outside Kenya or for any reason are unable to accept the basis of membership as may be proscribed by the Governing Council, but nevertheless would like to have a relationship with the General Conference, The General Conference accepts to admit such churches or groups as fraternal members. Such membership is however limited to rights and obligations as may be decided by the General Assembly or its National Governing Council.

**7.0. DISCIPLINE OF MEMBERS.**

i. All members of the General Conference, and their Delegates in the General Assembly shall always hold themselves in a manner that is deemed appropriate and shall uphold the values of the General Conference and virtues attributed to the Akurinu faith by custom and culture.

ii. Any member of the General Conference or its representative to the General Assembly who undertakes any activity or is involved in activities that are injurious to the general image of the Akurinu community, its faith and identity or to the objectives of the General Conference or fails to satisfy its obligations as

laid out under this constitution or may be spelt out by the General Assembly from time to time may be disciplined by the Disciplinary Committee

iii. The Disciplinary Committee shall not however entertain any complaint unless it is satisfied that efforts to resolve the conflict or the dispute locally or within the appropriate forums have failed.

### 7.1. Disciplinary Committee.

- i. There shall be a **Disciplinary committee** constituted by the General Assembly as set out in the by-laws and that shall concern itself purely with matters of dispute and conflict resolution, arbitration and general discipline of members, their representatives to the General Assembly.
- ii. The Disciplinary Committee shall afford a member who faces disciplinary action the right to be heard.
- iii. Upon hearing the complaint the Disciplinary Committee shall make one or more of the following recommendations to the National Governing Council.
  - Demand a written apology.
  - Written warning.
  - Suspension of its delegates from the General Assembly and any other Office for a specified period.
  - Any other action that NGC may prescribe.
- iv. NGC shall have the power to confirm, reject or refer any recommendation by the Disciplinary Committee.
- v. Appeals from decisions of NGC shall lie with the General Assembly.



## 7.2. Rights and Obligations of Members.

Full and Associate members will have the following obligations;

- i. Access to all services offered by the General Assembly.
- ii. Representation by a Delegate in the General Assembly.
- iii. Voting rights as shall be stipulated by the General Assembly.
- iv. Participate in General Conference activities.
- v. Take full and active discussion, formulation and implementation of General Conference resolutions and objects.
- vi. Submit proposals and statements through the appropriate structures.
- vii. Receive copies of General Conference documents including the constitution.
- viii. Payment of membership and other dues as may be determined by the General Assembly or the National Governing Council under the constitution or the by-laws.
- ix. Protect the integrity of the General Conference and its members.
- x. Foster dialogue, unity and co-operation with other members. Any other obligations as may be established by the General Assembly.

## 8.0. GOVERNANCE.

The General Conference of Akurinu churches Assembly shall consist of the following organs.

The **General Conference** which shall comprise the entire population of the Akurinu Community. The General Conference through its registered members shall constitute a **General Assembly**.

The **General Assembly** shall be highest organ of the General Conference and shall comprise all the delegates representing the various registered members into the General Conference.

The General Assembly shall in turn elect or constitute the following organs for efficient and smooth implementation of its functions;

The **National Governing Council (NGC),**

The **National Executive Council(NEC).**

**The Priests Council.**

**The Advisory Council**

**Akurinu Women Council**

**Akurinu Youth Conference.**

**Regional Conferences** which shall elect **Regional Executive Committees (REC)**

#### **8.1. NATIONAL EXECUTIVE COUNCIL. (N.E.C) Officials.**

Unless otherwise herein expressly provided, all National Executive Council officers shall be elected for a term of five (5) years by secret ballot and at a General Assembly.

National officers may be elected from any individual within the Akurinu Community and who are registered and qualified members of a fully registered church or organization. Only such individual with a good public standing, sound mind may be elected. Any such persons must be from a member church/organization that has duly met its obligations to the General Conference. All the National officials as elected shall comprise the **National Executive Council (N.E.C.)**

### 8.2.1.Designation and Duties.

There shall be a National Chairperson and one (1) Deputy Chairperson.

#### 1).National Chairperson:

There shall be a National Chairperson elected by the General Assembly.

- i. The National Chairperson shall chair and preside over all National Conferences, General Assembly meetings, National Governing Council and NEC meetings and may preside over any other at which the chairperson will be present. The Chairperson shall also ensure and enforce observation of the constitution and by-laws of the General Conference. He shall also perform such duties as by usage and custom pertain to his office.
- ii. The National Chairperson shall provide leadership and oversee overall management and running of General Conference affairs.
- iii. Articulate THE General Conference's objectives and functions.
- iv. Forge a strong sense of Unity of purpose and oneness among members of the General Conference.
- v. The Chairman shall also undertake any duties as may be assigned by the General Assembly or the National Governing Council.
- vi.** In case of a tie or equality of votes at meetings except of that of the Board of Trustees, the Chairperson shall have in addition to his/her normal vote a **'Casting Vote'**.

#### 2). National Vice -Chair;

The National Deputy Chairperson shall preside over National Conferences and meetings in absence of the National Chairperson and whilst so performing such duties shall have the privileges as the National Chairperson.

He shall also be adviser to the General Assembly, The National Governing Council and NEC on all matters as pertains the contemporary issues that may affect or touch on the Akurinu faith.

The National Deputy-Chair; Shall whenever possible deputize the National Chair as well as undertake any duties assigned to him by the General Assembly or NEC.  
National Deputy Chair.

Assist the national Chair in matters relating to co-ordination and liaison with other corporate organizations.

Assist the chair in general administration and programmes.

Oversee administrative operations of Regional Committees, Standing committees, Women Council and Youth Convention.

Maintain liaison with regions, established committees and councils to facilitate a feedback mechanism that culminates into a coherent planning and action.

Perform any other duties as may be assigned to him by national Chair from time to time.

If for any reason the National Chairperson and the Vice-chair for any reasons fail to preside over any properly constituted Conferences or meetings, the delegates in attendance shall have a right to appoint an ***ad hoc Chairperson***.

In the event that a Chairperson resigns or dies or becomes incapacitated or is removed from office before his term ends, the Vice Chairperson shall automatically become Acting Chairperson for the remainder of the term. In the event the both the National Chair and the Vice-Chair are unable to perform their functions for whatever reason, The National Governing Council shall appoint an Acting Chairperson from among its members.

### **3). National Treasurer.**

There shall be a National Treasurer who shall be appointed by the General Assembly or the National Governing Council for a term of five (5) years and shall be eligible for re-election only once.

- i. The person elected for this office shall be knowledgeable in financial matters.

- ii. The National Treasurer shall be a member of any committee dealing with Finance and Administration, The National Governing Council and The General Assembly.
- iii. He shall be responsible for the General Conference funds, shall keep and maintain all necessary books of account. He shall ensure that all payments made from the General Conference funds under his control have a payment voucher and is authorized accordingly.
- iv. He shall prepare and submit to the National Governing Council and The General Assembly an annual financial report together with a statement of income and expenditure during the period of twelve months ending on 31<sup>st</sup> December.

#### 4). Assistant National Treasurer:

The National Treasurer shall be assisted in his work by an assistant National Treasurer who shall act in his absence and while doing so, enjoy the privileges of the National Treasurer.

#### 5). The Secretary General.

There shall be a **Secretary General** who shall be elected by the General Assembly and appointed in accordance with the provisions on appointment as laid down in the by-laws.

- i. The Secretary General shall be the principle custodian of the General Conference records.
- ii. The Secretary General shall be responsible for continuity of General Conference activities.
- iii. He/She shall also support the N.E.C., National Governing Council, The General assembly and the General Conference enhance their capabilities for effective implementation of its mission.
- iv. The Secretary General shall issue notices of all National and Regional Conferences and meetings and prepare the agenda of such meetings, attend General Conferences, Special Conferences, General Assembly Conferences and

all meetings of National Governing Council and National Executive Council and record minutes of such meetings.

- v. The Secretary General shall be the **Chief Executive Officer** of the General Conference and its Board of Trustees. In his capacity as Chief Executive, he shall handle all business connected with the consultative, regulatory, administration and other relevant affairs of the General Conference.
- vi. The Secretary General shall be the General Conference's **Official Spokesperson** and is responsible for the overall management and executive leadership of the National Secretariat, provided that in all crucial matters, he shall make appropriate consultations with the National Chairman or in his absence the Vice-Chairperson.
- vii. He shall provide overall strategic leadership to ensure achievement of General Assembly's Vision and Mission, articulate and Implement the General Conference Vision, mission and objectives.
- viii. The Secretary General shall represent the General Conference, the General Assembly in all national and international forums as it may be called for.
- ix. He/She shall ensure all meetings and conferences take place as provided for in this Constitution at such a time and place as decided by the National Governing Council.
- x. He/She shall keep or cause to be kept a proper record of all minutes of all meetings of the National Governing Council, the General Assembly, and N.E.C and ensure distribution of such minutes and conveying of decisions and resolutions made to relevant persons, members or committees.
- xi. Implement policies and programmes of the general conference.
- xii. For Effective and efficient continuity, the Secretary General shall hold office for a period of six (6) years. The National Governing Council shall have the power in its discretion and in consultation with the General Assembly to renew the appointment provided always that the holder of the office does not serve for more than twelve (12) years.

**6) Deputy Secretary General.**

The Secretary General shall be assisted in his work by a Deputy Secretary General who shall act in his absence and while doing so, enjoy the privileges of the Secretary General.

**7). National Organizing Secretary/National Coordinator.**

There shall be an National Organizing Secretary or the National Coordinator who shall undertake National Co-ordination of General Conference meetings, supervise the Regional Executive Committee activities, the General Conference organizations, committees and activities and in particular the Annual General Conference and the Annual General Assembly,

He/She shall organize all General Conference conferences and coordinate effective functioning of all regional committees.

The National Organizing Secretary shall also maintain and develop new relationships with other Christian and religious organizations.

**8) Assistant National Coordinator;** The National Coordinator shall be assisted in his work by an assistant National Coordinator.

**9) National Co-ordinator-Women Council;** There shall be a National Women Coordinator who shall be *ipso facto* the Akurinu Women Council Chairperson. The National Women coordinator shall coordinate all functions, activities and programmes of the General Conference in the Women Council and represent the same at the National Governing Council and National Executive Council meetings.

**10) National Youth Coordinator.**

There shall be a National Youth Coordinator who shall be *ipso facto* the Akurinu Youth Conference Chairperson. The National Youth coordinator shall coordinate all functions, activities and programmes of the General Conference in the Youth Conference and represent the same at the National Governing Council and National Executive Council meetings.

## 8.2. NATIONAL GOVERNING COUNCIL (N.G.C).

a) There is established the National Governing Council (N.G.C) which shall be the executive organ of the General Assembly.

b) The National Governing Council shall be constituted as follows;

i. All officials of the National Executive Council (NEC).

ii. Officials of the Advisory Council i.e. Chair, Vice-Chair Secretary and Honorary Treasurer and their assistants..

iii. The head of the Priests council and His two (2) assistants who shall be the Patron and assistants patrons of the General Conference.

iv. All officials of the Women Council and the Youth Conference.

v. All officials of the Standing committees and Regional Coordination Committees.

c) Unless where expressly provided for in this constitution, officials of the National Governing Council shall be constituted by the General Assembly to hold office for a term of five (5) years and shall be eligible for re-appointment only once.

d) N.G.C shall meet at least three times (3) every year and is authorized to undertake the business of the General Assembly in accordance with the constitution and by-laws.

f) N.G.C shall have the following functions;

i. Act as the Executive body of the General Conference and carry out all decisions of General Assembly.

ii. Supervise the National Executive Committee (N.E.C) ,The National Secretariat and take necessary measures to enforce the decisions and execute resolutions of the general conference as laid down by the General Assembly.



- iii. Oversee operations of Akurinu Women Council, The Akurinu Youth Convention and any other committee established by the General Assembly.
  - iv. Set up special committees and their terms of reference as it deems necessary.
  - v. Deal with all disciplinary matters relating to officers of the General Assembly.
  - vi. Appoint Auditors.
  - vii. Receive and accept audited accounts of the General Conference.
  - viii. Receive and act as necessary, on annual reports as well as reports and recommendations from its standing committees, sub-committees and other duly constituted committees.
  - ix. Undertake general executive functions in between General Assembly meetings.
- g) Quorum for N.G.C meetings shall be one third (1/3) of the members provided a notice of the meeting has been duly given within 30 days from the time of the appointed meeting.

### 8.3. The **GENERAL ASSEMBLY**.

There is established the **General Assembly**, which will be a Delegates Conference of all member church or organization leaders or their representatives united and exercising together their pastoral roles.

The General Assembly shall be the Supreme organ of the General Conference with powers to determine the Conference's Mission, Vision, objectives and functions.

The General assembly shall be composed of;

- i. All National Executive Committee officials.
- ii. All members of the National Governing Council.
- iii. All Delegates duly appointed from each full and paid up members as set-out in the by-laws.

- iv. Delegates representing all Associate and Fraternal members as set out in the by-laws.
- v. All officials of the Regional Executive Committees (that is to say Chairpersons, Secretaries, Honorary treasurer and their assistants, women and Youth representatives.)
- vi. Officials of all Standing Committees and other N.G.C and NEC sub-committees.
- vii. Officials of the Advisory council.
- viii. Officials of the Priests Council.
- ix. Officials of the Akurinu Youth League.
- x. Officials of the Akurinu Women Council.

The National Governing Council (NGC) may in its wisdom invite individuals who have made special contribution to the Akurinu community and who have special skills or experience and may offer advise. Such members nevertheless shall have no right to vote.

The General Assembly shall have the following specific powers, duties and obligations;

- i. To promote by form and means doctrinal formulation suitable to the General Conference and Christian principle as the Lord may lead them.
- ii. Formulate the overall General Conference policy.
- iii. Facilitate prayers, study and consultations on major themes of the Christian faith, life and witness that pertain to the Akurinu faith and calling.
- iv. Review the General Conference objectives, policies and pogrammes and give directions regarding the organization of the General Conference.
- v. Provide forum for fellowship and coordinating activities of the General Conference.
- vi. Receive reports from its councils and committees or collaborating institutions and take the necessary steps thereof.
- vii. Deal with all matters regarding this constitution, rules and regulations.
- viii. Establish and revise the by-laws of the General Conference

- ix. Elect from eligible persons, all officials of the National Governing Council, National Executive Committee, the Advosiry Council and Board of Trustees.
- x. Initiate all such activities to further the aims and objects of the General Conference.
- xi. Undertake any business that it may deem necessary.
- xii. Delegate any of its functions to any of its Councils,Committees or arm of governance.
- xiii. The General Assembly shall be held at least once every year at a venue and time to be decided by the previous General Assembly or the National Governing Council.
- xiv. Quorum for the General Assembly shall be one third (1/3) of the members including the National Chairperson or vice-chair, the Secretary General or his deputy or in his absence his nominee provided that a notice of the meeting has been duly issued within 30 days from the time of the appointed meeting.
- xv. The General Assembly shall establish the following as its arms, which shall be fully fledged departments:

#### **8.3.1. The Advisory Council:**

- a) There is established an **Advisory Council**, which shall consist of at least twelve(12) and not more than twenty one (21) members drawn from experienced professionals in various field within the Akurinu community to offer relevant study, research, advice and guidance on all matters as pertains to the Akurinu faith,social, political and economic engagement.
- b) The Advisory Council shall be an organ of the General Assembly, constituted by the National Governing Council to offer informed Opinions on any issue that The General Assembly or NGC may request the council to.
- c) The Officials of the Advisory Council shall be members of the National Governing Council.

d) There is established also the office of the **Chief Adviser**, who shall *ipso facto* be the Chairperson of the Advisory Council.

### 8.3.2. The Priests Council:

a) There is established **the Priests Council**, which shall be an organ of the General Assembly comprising of all ordained, or retired Archbishops, Bishops, prophets and Priests above the age of 65 years from member churches and shall be the supreme advisory Council as pertains spiritual matters, the Akurinu faith and doctrine.

b) The chief role of the priest's council will be to give spiritual guidance and stewardship to the General Assembly and The National Governing Council for proper formulation of doctrines, policy and objectives.

c) The Priests Council shall be bestowed also with the role of undertaking the historical role of the Akurinu as pertains our special calling (that is to be Custodians of the Sanctuary and offer Sacrifices of prayer for the Nation of Kenya and the human race).

d) The Chairperson of the Priest Council shall act as a Spiritual Leader and shall be the **Patron** of the General Conference, its General Assembly and the National Governing Council.

### 8.4. THE NATIONAL SECRETARIAT.

1) There is hereby established **the National Secretariat** which shall be headed by the Secretary General, who shall be the Chief Executive Officer.

2) The National Secretariat shall be the National Administrative, Facilitative and Coordinative office of the General Assembly, through which the General Assembly implements and coordinates its various programs and projects.

3) The Secretariat shall be responsible for;

- i. Coordination and organizing of General Conference activities.
- ii. Facilitation and synchronization of activities and events.

- iii. Operation and logistics.
- iv. Management and Maintenance of General Conference properties and Assets..
- v. Liaison with General Conference structures, organs and committees.
- vi. Implement decisions and programs of the General Assembly as directed by the National Governing Council.
- vii. Publication of all materials related to the scope of the General Conference.
- viii. Any other duties as may be assigned by NGC.

4). The National Governing Council shall determine the number of departments and designations of the departments of the secretariat.

5) The General Assembly shall constitute the offices within the National Secretariat and define their designation, reference and terms.

6) The N.G.C shall establish under the Secretariat departments **the Finance and Administration Committee**

#### 8.4.1. Finance and Administration Committee.

a) There shall be **Finance and Administration Committee** shall be headed by the Secretary General and made up of at least seven (7) and not more than twelve (12) members including the National Treasurer and the Assistant National Treasurer.

b) The Finance and Administration Committee shall have power to co-opt members with technical knowledge in financial, personnel and administration matters provided always such co-opted members do not exceed three in number and are in good standing with a member church.

c) At least a third (1/3) of the members of the committee shall have technical knowledge in financial, personnel and Administration matters.

d) The functions of finance and Administration committee shall be;

- i. To supervise the management of the financial affairs of the General Conference.

- ii. To ensure responsible stewardship of General Conference resources and assets.
- iii. To consider and present to the National Governing Council approved members' annual subscriptions for the next year before 31<sup>st</sup> December of the previous year.
- iv. To consider General Conferences' annual budget before presentation by the National Treasurer to the General Assembly and/or the National Governing Council before 31<sup>st</sup> December of the previous year.
- v. To receive and consider General Conferences' annual accounts before presentation by the National Treasurer to the General Assembly or its National Governing Council.
- vi. To receive and where appropriate approve financial recommendations from other sub-committees of the National Governing Council.
- vii. To authorize the acquisition and disposal of General Conferences' moveable assets.
- viii. To set broad Personnel Policy guidelines, scrutinize and approve new policies or review existing ones in addition to actively participating in the administrative process.
- ix. To periodically review the remuneration policy and decide on salary and benefits package for management staff.
- x. To approve appointment of senior members of staff.
- xi. To ensure that no appointments are made without approved budgets thereof.
- xii. To deliberate on disciplinary matters involving senior members of staff, excluding the General Secretary and the Deputy General Secretary, and take appropriate action.
- xiii. To receive reports and advise on staff welfare matters.
- xiv. To review the classification of jobs and associated salary structure and where appropriate to authorize changes in the classification.
- xv. To receive and advise on reports on the status of industrial relations.
- xvi. To receive reports of staff development and advise as necessary.
- xvii. To receive reports on administrative support services and advice as necessary.

xviii. To undertake such other functions of a general or specific nature as the General Assembly or the National Governing Council may direct.

e) Members of the Finance and Administration Committee shall be presented by the Secretary General in consultation with the current membership of the Finance and Administration Committee for appointment by the NGC.

f) The Finance and Administration Committee shall meet at least four (4) times a year or as often as National Governing Council may deem necessary.

g) One third (1/3) of the members including the General Secretary or in his absence the Deputy General Secretary shall form a quorum.

h) The Secretary General or in his absence the Deputy General Secretary shall be the Chairperson to the Finance and Administration Committee.

i) The National Treasurer or in his absence the Assistant Treasurer shall be the Secretary to the Finance and Administration Committee.

## **8.5. REGIONAL CONFERENCES AND COMMITTEES**

I. The General Conference through the General Assembly shall establish Regions of the Regional Conference's to cover specific geographical areas within the country.

II. Each Region shall have a Regional Assembly made up of representatives of the General Conference members in that particular region.

III. Regional Conferences and Assemblies shall be under the leadership of a Regional Coordinating Committee (R.C.C), whose role will be co-ordination of the General Conference activities in that particular region and organize Regional Conferences or meetings of the General Conference in that particular region.

- IV. Regional Conferences and their Committees shall have no legal autonomy separate from that of the General Conference.
- V. Chairpersons of Regional Co-ordination Committees shall also be the Chairpersons of the Regional Conference.
- VI. All decisions of Regional Conferences or their Committees shall be consistent with the decisions of the General Conference National Governing organs as well as the General Conference's corporate vision, mission and objects.
- VII. The N.G.C shall set out specific regions within the counties of Kenya for purposes of smooth co-ordination.
- VIII. All Regional Conferences and Regional Co-ordinating committees shall work in liaison and consultation with the National Secretariat and shall act accordingly under its guidance.
- IX. All Chairpersons for Regional Coordination committees shall be the Regional Coordinators.
- X. All officials of the Regional Cordination Committees shall be members of the National Governing Council.

#### 10.6. TRUSTEES.

Where for the furtherance of the General Conference objectives, it is deemed appropriate to hold land or interest in land or any other property such holdings or interests shall be held in the registered trustees of the **Akurinu Community Trust**, a body to be incorporated under the Trustee (Perpetual Succession) Act(Cap 164) by the National Governing Council.

The trustees who shall not be less than three (3) and not more than seven(7) shall be appointed by the National Governing Council .

The Trustees shall be ex-officio members of N.G.C.



The right of appointment to fill any vacancy occurring through the death, retirement, incapacitation, resignation or removal of any trustee(s) shall vest with the N.G.C.

Trustees shall hold office for a period of six (6) years but shall be eligible for re-appointment only once provided that retirement shall be rotational in all regions.

The Trustees shall have power to hold land or interests in land, any trust or other funds and moveable property on behalf of N.G.C. and may subject to prior reference to N.G.C, raise loans from banks or other financial institutions by mortgaging or changing the said holdings or interest held by them.

The Trustees of the General Conference are empowered to hold property belonging to any region.

In all matters related to acquisition or disposal of immovable property, the trustees shall act in consultation with the National Secretariat, the Finance and Administration Committee and act under the direction of the General Assembly or the National Governing Council.

## **10.7. PATRONS.**

In order for the General Conference, The General Assembly, the National Governing Council and the Executive Committee to benefit from the experience and wisdom of elders, men and women within the Akurinu community, The National Governing Council shall through its Priests Council and The Advisory Council, appoint a National Patron who shall be assisted by to (2) assistant National Patrons and at least one (1) and not more than four (4) patrons in every region who will hold office for seven (7) years but shall be eligible for re-appointment only once. The Patrons shall be members of the Priests Council and shall be under the direction of The National Patron, who shall be the Patron of the

General Conference and the Chairperson of the Priests Council. This category will include those who have faithfully served in any of the membership categories and whose longstanding association with the General Conference is well known. The Patrons will be ex-officio members of the National Governing Council as well as the General Assembly.

In the Event of a vacancy in the patronage between Assemblies, the National Governing Council shall elect a patron to fill the unexpired term.

## **10.0 GENERAL CONFERENCE.**

There shall be convened annually at such a time, place and venue as may be determined by the National Governing Council the annual General Conference of all Akurinu Churches.

The annual General Conference shall be a fellowship of prayer convened for all member churches and organizations within the Akurinu Community.

The General Conference shall comprise all members' churches and organization that are approved for membership by the National Governing Council and individual members of their congregation and organizations.

The General Assembly shall also in line with its mandate, mission, vision and objectives establish the following organs within the General Conference;

### **10.1. AKURINU YOUTH CONFERENCE (A.Y.C):**

A.Y.C shall coordinate and initiate activities, programs and projects aimed at a holistic growth and development of the Youth within the Akurinu Community.

Convene an annual Youth Conference in consultation and coordination with the National Secretariat.

The Chairperson of the AYC shall be a National official and the National Youth Coordinator.

#### **10.2. AKURINU WOMEN COUNCIL:**

To organize and coordinate conferences, meetings, fellowships, projects and programs initiated by Women in Member churches within the Akurinu community for furtherance of the Gospel and the General Conference mission and objectives.

The Chairperson of the Women Council shall be a National Official and the National Women Co-ordinator.

#### **11.0. AMENDMENTS.**

Any amendments or alterations to this Constitution shall only be made by a resolution approved by two-thirds (2/3) of members present and voting at a meeting of the General Assembly, provided always that a notice of such proposed changes has been given at least two (2) months previously at a meeting of the National Governing Council.

#### **12.0. DISSOLUTION.**

Dissolution of the General Conference of Akurinu Churches Assembly shall only be proposed upon recommendation by two-thirds of the members present and voting at a meeting of the General Assembly provided that such notice of dissolution shall be given at least six (6) months previously at a meeting of the National Governing Council, whose attendance shall include all members of the National Executive committee, The National Secretariat, Board of Trustees, The Advisory Council, The Priests Council, and the Patrons.

No dissolution shall be effected without a written approval of the Registrar of Societies first had and on received on written application by at least three (3) officers of the National Executive Committee.

Unless otherwise expressly decided by the General Assembly on the recommendations of the National Governing Council and the Board of Trustees, where the association is dissolved then; Where assets available for distribution among the full and associates members of the association shall be sufficient to repay the liabilities of the association and meet other obligations, then the losses shall be borne by the full and associate members in proportion to their contributions, whether they have paid up or not at the time of dissolution

Where the assets available for distribution among the full and associate members of the General Conference shall be more than sufficient to repay the liabilities of the association and meet other obligations, the excess shall be distributed among full and associate members in proportion to their contributions at the time of dissolution.

## **PART II:BY-LAWS:**

### **13.0.GENERAL RULES.**

#### **13.1. Scope of the General Conference's Authority.**

While the General Conference or its Organs (That is The General Assembly, National Governing Council, N.E.C and the Secretariat) by virtue of its Constitution shall not concern itself directly in questions of its member churches order, it welcomes participation by members in such matters and offers and agrees to

provide facilities for mutual consultation thereof for such of its member churches as so desire.

### **13.2. Commitment to Action.**

The actions and pronouncements of the General Conference shall not commit any member to any policy or action or responsibility without the member's consent. This notwithstanding, no member shall be absolved from its obligations to the General Conference.

### **13.3. Language of the General Conference.**

The official languages of the General Conference in all its meetings and Conferences shall be English and Kiswahili but where necessary discussions may be carried on by interpretation.

All minutes of the General Conference meetings and its organs shall be kept in English.

### **13.4. Interpretation of Rules.**

In the event of a question arising as to the interpretation of these rules, the issue shall be referred to the National Executive Council for decision and in case of dissatisfaction the matter shall be brought up before the National Governing Council or the General Assembly for clarification. Decisions and Resolutions of the General assembly are final.

### **13.5. Standing Orders.**

The National Governing Council shall compile standing orders which shall be ratified by the General Assembly.

### **13.6. Auditors:**

The National Governing Council shall appoint a qualified and registered auditor to audit the accounts of the General Conference as soon as possible after the end of each financial year. Such auditors shall submit a general report of the financial position of the General Conference.

A copy of the Auditors report shall be conspicuously displayed at the registered office of the General Conference.

### **13.7. Code of Conduct.**

Recognizing the way in which members of the Akurinu community relate to each other, the General Assembly shall set out a specific code of conduct to govern members in their engagements.

### **14.0. MINUTES.**

The Secretary General shall cause minutes to be made of all business transacted at meetings of all the organs of the General Conference. Minutes which have been signed and confirmed by the Chairperson of the meeting which they were confirmed shall be conclusive evidence of the business transacted at the meeting to which they relate.

### **15.0. RESOLUTIONS.**

Except where otherwise expressly provided, all decisions and resolutions by the General Assembly or its National Governing Council shall be by simple majority.

## **16.0. SPECIAL CONFERENCE**

A Special Conference, either for the General Assembly or the General Conference may be convened by the Secretary General on the directives of the National Governing Council.

Notice regarding a Special Conference shall be issued to Regional Coordinating committees at least two weeks before the Conference.

A Special Conference for the General Assembly shall have all the powers of the General Assembly and shall be governed by the same rules as to the composition and quorum of the General Assembly.

## **APPENDIX.**

This appendix forms part of this constitution.

The General Assembly or its National Governing Council shall set-out rules and regulations to govern;

The professional conduct of members and their representatives in the General Assembly.

Dispute Resolution.

Criteria for qualification for membership.

Funding and other Financial matters.

Elections of officers.

Specific duties and obligations of members.

