

**ETHIOPIAN LAND ADMINISTRATION PROFESSIONALS ASSOCIATION
ARTICLES AND MEMORANDUM OF ASSOCIATION
BAHIR DAR UNIVERSITY, INSTITUTE OF LAND ADMINISTRATION**

Preamble

Convinced that we need a forum to bring together our knowledge and experience to implement same;

Desirous of transferring our land related knowledge to other professionals and the society;

Highly desirous of providing support to the government in land related legal and policy affairs;

Cognizance of getting from and adding to an international experience and knowledge thereby helping Ethiopia's land administration system;

Desirous of a forum to further and continuously develop our knowledge and skills and thereby enhance the interests of the members,

Therefore, we have adopted this constitution of the Ethiopian Land Administrators' Association.

Art. 1. Establishment of the Association

The Ethiopian Land Administration Professionals Association is hereby established as per Article 404 and the following Articles of the Civil Code and the Charities and Societies Proc. No. 621/2009.

Art. 2. Definition of Terms

1. "Land" means all types of individualized immovable properties such as a parcel, a building, conduit, fence and other facility constructed in or above ground for permanent use, standing trees and other vegetation, natural manure and the like.
2. "Land administration" means the process of determining, recording and disseminating information about the tenure, value and use of immovable properties while implementing land management policies.
3. "Land Administration Professional" means a person having land related education or adequate experience.

4. “Association” means the Ethiopian Land Administration Professionals Association.
5. “Person” means any natural or legal person.
6. “Member” means any person registered as founding member of the Association or registered any time after its establishment.
7. “Associate Member” means any member who can assist the objectives of the Association but having no right of voting.
8. “Student” means a learner in a college or university in the fields specified under Art. 21.a. of these rules.
9. “General Assembly” means a management body that comprises of all existing members of the Association.
10. “Executive Committee” means the main enforcement body of the Association that comprises of members selected by the General Assembly.
11. “Branch” means the part of the Association established at a place other than the place of the head office.

Art. 3. Name of the Association

This Association will be named “the Ethiopian Land Administration Professionals Association”.

Art. 4. Address and Offices of the Association

1. The postal and other addresses of the association shall be determined by the Executive Committee.
- 2 The head office of the Association is in Bahir Dar.
3. Branch offices will be opened in any other places as required.
4. The Executive Committee shall equip the offices of the Association with the needed material and human resources in order to perform and facilitate the activities of the Association.
5. The duties, responsibilities and the structure of the offices shall be determined by the Executive Committee.

Art. 5. Special Body of the Association

1. The General Assembly may establish a special body of the Association such as an Institute, Centre, etc. and decide on its powers and responsibilities and structure.
2. The special body shall be accountable to the Executive Committee.

Art. 6. Objectives of the Association

The Association has the following objectives:

- a. Maintaining the professional integrity, interests and benefits of the Land Administrators through creating a favorable condition for their voices to be heard.
- b. Creating awareness of the economic, legal, social and environmental significance of land resource;
- c. Providing assistance for the government in its endeavor to formulate land policy and law;
- d. Increasing the knowledge and skills of the Land Administrators.
- e. Developing the methods and techniques of land management through seminars, workshops, symposium, publication and the like;
- f. Establishing and maintaining the ethical and discipline standards of the members;
- g. Strengthening the relationship among the members on the one hand, and the Association and other national or international Associations on the other;
- h. Creating a favorable condition for the transfer of knowledge and technology between the Association and other national or international Associations; and
- i. Creating a forum for the exchange of knowledge and experience and cooperation among the Land Professionals in the country.

Art.7. Management of the Association

The Association will have the following management bodies: General Assembly, Executive Committee, and Audit Committee

Art. 8. Powers and Responsibilities of the General Assembly

The General Assembly has the following powers and responsibilities:

- a. The General Assembly is vested with the highest authority in the Association;
- b. It shall appoint, suspend, and dismiss the members of the Executive Committee;
- c. It shall appoint, suspend, and dismiss the members of the Auditing Committee;
- d. It shall adopt the policy, annual budget and program of the Association;
- e. It shall decide on matters not specifically falling under the authority of other bodies of the Association;
- f. It shall decide on the dissolution of the Association; and
- g. It shall amend, suspend, or cancel the application of the articles and memorandum of the Association;

Art. 9. The Meetings and Decisions of the General Assembly

1. The General Assembly shall convene once in a year;
2. It shall be quorum when more than one-half of the members are present; however, in case the quorum is not met after 2 consecutive calls, decision will be made by the attending members.
3. The decisions of the General Assembly shall be determined by a general majority vote; when the voting is divided in to two equal numbers the President shall make final decision.

Art. 10. Executive Committee

1. The Executive Committee shall have President, Vice-president, Secretary, Treasurer, Finance Head, and one other member.
2. The members of the Executive Committee shall be selected by the General Assembly by majority vote.
3. The terms of the Executive Committee will be 3 years; no member of the Executive Committee shall be elected for more than two consecutive terms.
4. The representatives of the branch offices will be members of the Executive Committee.

Art.11 The powers and responsibilities of the Executive Committee

The Executive Committee shall have the following authorities:

- a. Ensuring the implementation of the decisions of the General Assembly;
- b. It shall call the urgent meeting of the Assembly when needed;
- c. It shall submit the annual budget and program to the General Assembly for approval;
- d. It shall present annual report to the General Assembly;
- e. It may form committees to help the implementation of tasks;
- f. It shall decide on the logo of the Association, and
- g. It shall perform any other activities as may be assigned by the General Assembly.

Art.12 Meetings of the Executive Committee

The Executive Committee shall convene quarterly; but the President may call other meetings of urgent nature when required.

Art. 13. President

The President shall be accountable to the Executive Committee and General Assembly and shall:

- a. control the overall activities of the Association;
- b. lead the meetings of the General Assembly and of the Executive Committee and follow up their implementation;
- c. present a report about the activities of the Association;
- d. represent the Association;
- e. sign contracts with third parties;
- f. call, preside and coordinate regular and emergency meetings;
- g. monitor the activities of the other Executive Committee members;
- h. order and approve necessary costs;
- i. sign, together with the Finance Head, on cheques and other financial documents;
and
- j. perform any other task assigned by the General Assembly and Executive Committee.

Art. 14. Vice-president

The Vice-president shall be accountable to the Executive Committee and the President and shall:

- a. be the head of all publications of the Association;
- b. be the Chairman of the Editorial Board of the Association for the preparation of Journals;
- c. prepare the research policy of the Association and cause its approval by the Executive Committee;
- d. work as the immediate assistant of the President;
- e. perform the tasks of the President in the absence of the latter;
- f. monitor the foreign affairs of the Association;
- g. prepare plan for international affairs and cause their approval;
- h. coordinate transfer of knowledge, experience and technology; and
- i. perform all other tasks as may be assigned to him by the President.

Art. 15. Secretary

1. The Secretary shall be accountable to the Executive Committee and the President and shall:

- a. prepare, with the assistance of the President, agenda for meetings and transmit call for the meetings;
- b. keep records;
- c. write minutes of the meetings of the General Assembly and Executive Committee;
- d. transmit the necessary information and decisions to members;
- e. prepare and keep the records of the members; and
- f. perform all other tasks as may be assigned to him by the President.

2. The Executive Committee shall decide on the required material and human resource to help the Secretary perform his tasks.

Art. 16. Treasurer

The treasurer shall be accountable to the Executive Committee and the President and shall:

- a. monitor the maintenance and keeping of the financial documents of the Association;
- b. receive and effect payment for the Association; and put the money in the financial accounts of the Association in three days; and
- c. deposit and take out the Association's money to or from Bank.

Art. 17. Finance Head

The Finance Head shall be accountable to the Executive Committee and the President and shall:

- a. keep the financial documents of the Association;
- b. implement the financial plan of the Association;
- c. sign on the expense orders of the Association;
- d. sign, together with the President, on cheques and other financial documents;
- e. prepare financial report for the Association;
- f. control, together with the treasurer, the financial resources of the Association;
- g. ensure and follow up whether the financial activities of the Association comply with accepted accounting standards;
- h. ensure the well keeping of the Association's property;
- i. keep receipts and current accounts; and
- j. perform other tasks related to the main duties and others as may be assigned by the President..

Art. 18. Member of the Executive Committee

The member of the Executive Committee shall be accountable to the Executive Committee and the President and shall:

- a. be present and vote in the meetings of the Executive Committee; and
- b. perform all other tasks as may be assigned to him by the President or the Executive Committee.

Art.19 Audit Committee

1. Members of the Committee will be three in number and shall be elected by majority vote of the General Assembly among which one will be an Internal Auditor.
2. The Committee is accountable to the Executive Committee.
3. The terms of the Committee shall be two years.
4. The Committee shall have Chairman, Secretary, and member.
5. The members of the Committee can not be elected for more than two consecutive terms.
6. If any member of the Committee is missing, the remaining members of the Committee can appoint one member who shall serve until the next General Meeting; however, if the vacancy is more than one member an urgent meeting shall be called for election.
7. The Audit Committee shall be accountable to the General Assembly and shall:
 - a. control the financial accounts, money, and wealth of the Association as well as receive and investigate any documents;
 - b. investigate the financial records and incomes and expenses of the Association twice in a year;
 - c. follow up the proper implementation of the rules of the Association and decisions of the Executive Committee; and disclose the finding thereof to concerned ones; and
 - d. present annual report to the General Assembly regarding the financial and other properties of the Association.

Art. 20. Membership to the Association

1. Any person who supports the objectives of Association and fulfills requirements of law and of the Association may become a member.
2. The Association will have five types of members, namely, full member, associate member, corporate member, honorary member and student member.
3. In order to be a member, one has to submit a written application to the nearest office of the Association and shall fill membership forms.

Art. 21. Prerequisites of Full Membership

- a. Any one who a. holds bachelor degree or above in Land Management, Civil Engineering, GIS, Geodesy, Physical and Land Use Planning, Surveying, Land Economics, Valuation, Land Law, Geography, Developmental Studies, Agriculture or any other land related professions; or
- b. has a diploma or an equivalent educational qualification in one of the above professions and has been working for more than two years; or in the absence of such experience, if he/she has made land related research works, and
- c. can successfully pass any land related prerequisite set by the association, can become a full member of the Association.
- d. Notwithstanding the above provisions, any person who participated in the inaugural meeting for the establishment of the Association shall be a founding and full member.

Art. 22 Membership Rights

1. Full members have equal right concerning matters of the Association.
2. Members have the right to:
 - a. vote,
 - b. withdraw from membership,
 - c. reflect their views and opinions about the Association's activities, and
 - d. be present during meetings, to freedom of opinion, to elect and to be elected.

Art. 23. Associate Membership

1. Any person who is not registered as full member and
 - a. who represents the Federal House of People's Representatives, Regional Councils, Governmental and Non -governmental organizations or
 - b. any one who has at least a Diploma or 10+3 certificate in any field of study, and who supports the objectives of the Association and fulfills the requirements set by same may become an Associate Member.
2. An Associate Member has no right to elect or be elected. Yet he may be present during election and give his opinion and participate in the activities of the Association.

Art. 24. Corporate Membership

Any institution, governmental or non governmental, local or foreign, profit making or non profit making, which supports the objectives of the Association and fulfills the requirements set by same may be a corporate member of the Association. This may, for example, include Associations of Horticulture, of Real Estate and of Coffee.

Art. 25. Student Membership

1. Any student who supports the objectives of the Association and fulfills the requirements set by same may be come a member thereof.
2. A student shall automatically become full member upon graduation after filling the application forms provided that he/she meets the other requirements.

Art. 26. Honorary Members

1. Any person whose professional ethics and competence is recognized and has made an outstanding contribution to the achievement of the objectives of the Association directly or indirectly may become an honorary member thereof.
2. An honorary member shall not pay fees.

Art. 27. Membership Duties

Any member has the duty to:

- a. respect and follow the memorandum of association and articles of association,
- b. participate in research or similar other efforts in a bid to develop the Association,
- c. participate in all general meetings of the association,
- d. abide by the decisions of the Association or of its Executive Committee, and
- e. pay, on time, registration fee and monthly membership fee as well as any other fees as may be decided by the General Meeting.

Art. 28. Disciplinary Measures

1. A member who without sufficient reason fails to pay membership fee for three consecutive years may be ordered to pay the due fee together with a warning.
2. A member who, after being given the warning, fails to pay for more than three years may be made to pay the unpaid fee together with penalty. However, a member who

doesn't correct his fault and fails to pay for a year shall be made to pay the due fee and may be cancelled from membership as shall be approved by the General Meeting.

3. A payment made or a thing given to the Association in kind, before cancellation, is not returnable.

4. A member who is transferred to another area may continue his membership through the local branch office; however, in the absence of such branch sh/e may continue his membership by paying fees annually or in another suitable manner.

5. The Executive Committee may take a disciplinary measure upon a member who does not discharge his/her duties or who commits an act that damages the reputation of the Association.

Art.29 Termination of Membership

Membership to the Association shall terminate in any one of the following situations:

- a. death,
- b. dissolution of the Association,
- c. application for withdrawal of membership, and
- d. court decision or disciplinary measure.

Art. 30. Branch Offices

1. The Association may open regional branch offices which are accountable to the Executive Committee. A branch should at least contain 10 registered members.

2. Neighboring regions having at least 10 members may open an Office.

3. Branch Offices would at least have a branch Manager and a Secretary to be appointed by the Executive Committee.

4. Branch managers will serve as members of the Executive Committee.

5. Powers and Duties of Branch Offices

Branch Offices shall:

- a. select new members, collect and transfer membership fees;
- b. promote the objectives of the Association to regional organs and professionals;
- c. draft internal rules and directives and cause their approval;
- d. provide annual report on the main regional land related activities, and

- e. perform other activities assigned by the Executive Committee;

Art. 31. Financial Sources and Administration

1. Except students, all types of members shall pay a registration fee of 40 Birr.
2. Fees shall be paid annually and it shall be 120.00 for full members, 60.00 for Associate members, 1000.00 for corporate members and 10.00 for students.
3. Nothing in these rules shall prevent the Executive Committee from reviewing and determining, from time to time, membership fees considering different circumstances.
4. Other sources of income for the Association are:
 - a. money and articles collected from different income generating activities and programs such as consultancy services;
 - b. aid provided by different bodies and individuals;
 - c. donation provided by government and NGOs;
 - d. income generated by selling the banner of the Association and signs, income from publications, workshops and exhibitions;
 - e. income generated by establishing income generating units;
 - f. interest generated from bank deposit; and
 - g. any other legal sources of income.
5. The finances of the Association shall be administered according to accepted financial principles and standards.

Art. 32. The Life of the Association

The Association shall remain operative for unlimited period of time.

Art. 33 Dissolution of the Association

1. Where three- fourth of the members decide about the dissolution of the Association, or where there exist other legal circumstances that justify its demise, the Association may be dissolved.
2. Upon the dissolution of the Association, its property or asset shall be transferred to other Governmental, NGOs or Associations with similar missions and objectives.

Art. 34 Amendment of the Articles and Memorandum of Association

1. When a request for the amendment of the Articles and Memorandum of Association is supported by one-fourth of the members it shall be presented to the General Meeting for final decision.
2. An amendment may be accepted if it is supported by more than half of members of the General Meeting.

Art. 35 Effective Date

This constitution shall be effective from the date of its approval by concerning organ.

Dr. Tadesse Amsalu, President

Dr. Solomon Bekure, V/Preident

Mr. Melkamu Belachew, Secretary

Mr. Bayeh Tiruneh, Finace Head

Mr. Seid Husein, Treasurer

For your Comments:

From the Secretary:

- The comments by the workshop and reference to the rules of the Ethiopian Economic Association means that there is an increase in the Articles.
- The new additions are indicated in color types.
- You may share any other comments and circulate same to the other members of the EC.
- I hope now the rule looks much more attractive in content and form.