

ETHIOPIAN SOCIETY OF ANIMAL PRODUCTION (ESAP) CONSTITUTION

Article 1. Establishment of the society

- 1.1 A society named the Ethiopian Society of Animal Production subject to government by the article enshrined in this constitution is established 17th August 1990.

Article 2. Definitions

In accordance with this constitution

- 2.1 Animal means activities involving breeding, management, feeding, healthcare and state of the art technology geared to the improvement of productivity of animals.

Article 3. Objectives

- 3.1 To promote the advancement of animal production with goal of increasing their usefulness through sustained scientific research and development.
- 3.2 To provide a common forum for the periodical exchange of ideas and also liaise with national and international societies.
- 3.3 To promote interest in the development of animal production, safeguard professional quality, academic standards, relevance, ensure the welfare of each and every member with regard to professional enrichment and provide maximum services to the community at large.

- 3.4 To facilitate meetings of professionals in the various disciplines of animal production for the enhancement of an in depth and qualitative career enrichment.
- 3.5 To collect research findings in animal production from professionals in and outside the country affiliated with institutions of higher education, research organizations and development agencies, publish in various forms and disseminate to users.
- 3.6 To promote a good understanding of ways of handling animals by inculcating values leading to the prevention of inhuman treatment of animals by members of the community at large, and also forward ideas as to the improvement of the lot of animals to the government.
- 3.7 To encourage and reward organizations and individuals for contributions in the advancement of animal production in such a manner as may be desired and may from time to time be determined.

Article 4. Membership

4.1 Membership is open to professionals engaged in the various disciplines of animal production and users of the profession.

4.2 ESAP comprises of six types of members

4.2.1 Permanent members

Persons possessing degree or diploma in animal science or have pursued a minimum of two years training program in animal science in a university set up.

4.2.2 Associate members

Persons who do not fulfill the criterion 4.2.2, but are engaged in livestock development activities either on their own or as supportive personnel.

4.2.3 Student Members

Students in approved programs of animal science in institutions of higher education.

4.2.4 Sustaining members (Organized Associate Members)

Organizations in the form of clubs, associations that have carried useful research undertakings or animal producers benefiting from the profession of those dealing with the commercial aspects of animal production such as import-export desiring collaboration with ESAP. Application for membership needs the support of ESAP members.

4.2.5 Honorary Members

Persons with outstanding contributions to the development of the livestock sub sector if selected by the executive committee and approved by the general assembly. Membership is granted for a period of two years.

4.2.6 Life-time Members

Persons who have settled membership payments in accordance with the stipulations of Article 13 of this

constitution and overwhelmingly accepted by the members of the Society.

Article 5 Admission of members

- 5.1 Persons or organization desiring to join the society shall forward a request in writing with the relevant documents attached to the office of ESAP.
- 5.2 On the basis of the decision reached by the executive committee and subsequent communication by the secretary of the society the candidate shall become a member.
- 5.3 In case of difficulty on the part of the executive committee regarding request and decision for membership the issue shall be referred to the General Assembly for final say.

Article 6 Rights and obligation of members

- 6.1 Any member has to comply and support the objectives of the Society.
- 6.2 Only permanent members have the right to elect or be elected to the office of Executive Committee.
- 6.3 Any member can participate in the various activities of the Society, subject however to clause 5.2
- 6.4 Each member shall have one vote.
- 6.5 Any member has to settle annual membership fee in advance.
- 6.6 Any member has the obligation of attending the general meeting, subscribing to the guidelines sat by

the Society and the Executive Committee and executing assignments associated with the Society.

6.7 Any member has the right to a free copy of the Society's Publications.

Article 7 Resignation from membership

7.1 A member shall resign from membership on the basis of one of the following. A member wishes to withdraw and informs his decision in writing.

7.2 A member who fails to pay membership fee for a period of one year (in accordance with clause 6.5) and not granted a special provision on the issue by the Executive Committee.

7.3 A member is dismissed from the society by the 2/3 majority decision of the General Assembly.

7.4 Death of the member.

7.5 A member dismissed on the basis of clause 7.2 and 7.3 can apply for readmission to the society after a period of three. In such cases the application shall be forwarded to the General Assembly. A member on the basis of clause 7.1 shall be readmitted upon settling fees in arrears.

Article 8. The General Assembly

8.1 The General Assembly shall consist of all the members of the Society.

8.2 Responsibilities of the General Assembly

- 8.2.1 The General Assembly is the supreme Executive power.
- 8.2.2 The General Assembly determines the overall direction of the society's activities.
- 8.2.3 The General Assembly shall elect the members of the Executive Committee by majority vote and in accordance with clause 6.2
- 8.2.4 The General Assembly shall approve the annual budget of the society.
- 8.2.5 The General Assembly shall amend the society's constitution.
- 8.2.6 The quorum of the General Assembly shall be 40%. In case of failure a second invitation gathering 20% of members shall become a quorum. If this also fails a third call gathering any number shall be a quorum.
- 8.2.7 In the case of an equality of vote in the General Assembly the chairman shall exercise a casting vote.
- 8.2.8 The General Assembly shall take place once a year.
- 8.2.9 An emergency general meeting shall be convened under one of the following circumstances.
- a. When the Executive Committee decides to call a meeting.

b. On written request by 20% of the permanent members of the Society.

8.2.10. The General Assembly shall elect an auditing committee to audit the financial situation of the Society.

8.2.11. All issues raised in the General Assembly shall be decided by majority vote and in accordance with clause 6.2.

Article 9. Power and obligations of the Executive Committee

9.1. The Executive Committee shall comprise of President, Vice President, Secretary General, Vice Secretary, Editor in Chief, Associate Editor, Accountant, Treasurer, Liaison Officer and an Auditor.

9.2. Any member of the Executive Committee shall be from the permanent members of the society and elected by a majority vote of the General Assembly.

9.3. The term of office for a member of the Executive Committee is two years and shall not be elected for more than three times.

9.4. The Executive Committee is entitled to make decision on membership status unless it is confronted with difficult situations.

9.5. The quorum of the Executive Committee shall be the presence of more than half of the members.

9.6. All issues raised in the meetings of the Executive Committee shall be decided by majority vote.

9.7. In the case of equality of vote the president shall exercise a casting vote.

9.8. The Executive Committee shall meet at least once in three months.

Article 11. Responsibilities of Members of the Executive Committee

11.1 President

11.1.1 Is the leader and main executive officer of the Society.

11.1.2 Shall represent the society.

11.1.3 Shall convene the meetings of the General Assembly and the executive committee.

11.1.4 Shall present the Society's annual report and budget to the general assembly for approval.

11.1.5 Shall authorize payment on behalf of the society.

11.2 Vice President

11.2.1 Shall work closely with the president.

11.2.2 Shall replace and assume the functions of the president in his behalf.

11.3 Secretary General

11.3.1 Shall document minutes of the executive committee and the general assembly.

11.3.2 Shall handle all correspondences in accordance with the directives of the executive committee.

11.3.3 Shall be in charge of the society's seal, documents and archives.

11.3.4 Shall replace and assume the functions of the president and vice president in their absence.

11.3.5 Shall attend and tackle affairs relating to the society.

11.4 Vice Secretary

11.4.1 Shall work closely as an assistant to the Secretary General.

11.4.2 Shall replace and assume the function of the Secretary General in his absence.

11.5 Accountant (Account's Officer)

11.5.1 Shall be in charge of financial matters of the society.

11.5.2 Shall control financial income collected from members, donations and similar sources by ensuring proper receipt and disbursement.

11.5.3 Shall control Bank account, proper disbursement of operation expenditure as authorized by the executive committee.

11.5.4 Shall present a detailed financial statement periodically to the executive committee.

11.6 Treasurer

11.6.1 Shall be in charge of the finance; finance associated documents and archives of the society.

11.6.2 Shall collect money from members of the society a donors by providing appropriate receipt.

11.6.3 Shall keep a stipulated amount of money to be decided by the executive committee in the form petty cash for operation expenditure.

11.6.4 Shall withdraw money from bank only for the society's operation in accordance with proper voucher based accounts procedure duly signed by the president and the accounts officer.

11.6.5 Shall present an authentic and honest document covering receipt and expense statement whenever requested by the executive committee and the general assembly.

11.6.6 Shall tackle all matters associated with finance.

11.6.7 Shall tackle all matters associated with finance

11.7. Editor in chief

11.7.1 Shall be chairman of the Editorial board and editor in chief for the publications released by the society.

11.7.2 Together with the editorial board and in accordance with the directives issued by the executive committee shall prepare bylaws governing publication protocol.

11.7.3 Shall see the development of the society's literature resources and encourage members and others to contribute manuscripts.

11.8. Associate Editor in Chief

11.8.1 Shall work very closely with the Editor in chief.

11.8.2 Shall replace and assume the functions of the Editor in Chief in his absence.

11.9. Auditor

11.9.1 Responsibility subordinated to the general assembly. Shall see the control of finance, documents and

property of the society and shall present report to the general assembly.

11.9.2 Shall establish a committee in accordance with the directives of the general assembly.

11.10. Liaison Officer

The Liaison Officer in collaboration with the president and the Secretary General.

11.10.1 Shall foster relationships of members of the society.

11.10.2 Shall publicize the functions and activities of the society.

11.10.3 Shall establish relationships with similar national and international organizations.

In accordance with program set out by the executive committee and in collaboration with the secretary general shall prepare the venue for the general assembly and other meetings as deemed necessary.