

CONSTITUTION OF -

SRI LANKA - BELGIUM ASSOCIATION

The name of the Organization shall be 'SRI LANKA - BELGIUM ASSOCIATION' (SLBA). The address of the Registered Office of the Sri Lanka - Belgium Association shall be situated in the District of Colombo.

1. OBJECTIVES -

The main objectives of the 'Sri Lanka - Belgium Association' shall be:-

SPECIAL - To take under its charge and purview, the on-going 'Wanameekande' Project with aid and assistance from 'Adopti Sri Lanka' of Belgium hitherto carried on under the aegis of the 'Sri Lanka - China Society'

- 1. To foster and encourage goodwill, friendship, mutual-understanding and cultural relations amongst the peoples of the two countries.*
- 2. To help and assist the authorities to develop and improve closer ties between and amongst the peoples of the two countries in the spheres of bi-lateral business, commerce and trade.*
- 3. To seek aid and assistance from 'Donor Agencies' and "NGO's" in Belgium to help the poor and the needy people of Sri Lanka.*
- 4. To promote, encourage, assist in the acquisition and diffusion, dissemination of Information and knowledge relating to disciplines conducive to inter-country relations, bi-lateral understanding and socio-economic development.*
- 5. To encourage and promote two-way travel & tourism to enable people to get to know each other closer and to establish lasting bonds of friendship.*
- 6. To obtain Belgium aid and assistance to adopt, foster and develop a few selected backward villages in Sri Lanka.*
- 7. To establish with assistance from Belgium, a Special Scholarship Fund for poor Sri Lankan Students for the furtherance of their educational and career pursuits.*

IV ELIGIBILITY CRITERIA FOR MEMBERS.

Adults over the age of twenty one (21) years irrespective of gender (or sex) with interests in Belgium are eligible to seek Membership of the Association.

V CATEGORIES OF MEMBER

1. General Member ... Individuals over 21 years
- 2.. Life Member ... By invitation of the Executive Committee.

VI - MEMBERSHIP SUBSCRIPTIONS -

- a) General Member ... Rs. 500/- per annum
- d) Life Member Rs. 1000/-

VII MEETINGS -

1. *The general Membership of the Sri Lanka – Belgium Association shall meet once every year at an Annual General Meeting at a place date and time as deemed fit and proper by the Executive Committee.*
2. *The Quorum for the AGM shall be seventeen (17) Members.*
3. *The Executive Committee of the SLBA shall meet once a month at a place, date and time as determined by the Ex-Co.*
4. *The Quorum for an Executive Committee Meeting shall be seven (07).*

VIII NOTICE OF MEETINGS

1. *Written Notice of the Annual General Meeting or a Special General Meeting should be either sent by Ordinary Mail, Fax, E-mail or delivered by hand at the given address of each and every Member of the Sri Lanka – Belgium Association at least twenty one (21) days ahead of such a Meeting.*
2. *Any resolutions etc. to be adopted at an AGM or a SGM should reach the General Secretary of the SLBA at least fourteen (14) days ahead of such an AGM/SGM and should be sent in writing.*
3. *Any such Resolution can be adopted by the majority vote at such AGM/SGM.*

4. Notice in respect of an Executive Committee Meeting shall be intimated to all Members of the Ex-Co. in writing and/or by Fax, E-mail or Telephone at least seven (07) days ahead of such Ex-Co. Meeting.
5. Any Member of the Executive Committee absenting himself/herself without been duly excused for three consecutive Ex.-Co. Meetings will be deemed to be no longer a Member of the Ex-Co. and if resolved by the Ex-Co. his or her Ex-Co. Membership will be terminated in writing.
6. The Executive Committee will have the authority and power to appoint any or replacements or fill any vacancies that may occur in the Ex-Co. from time to time.

IX TERMINATION OR CESSATION OF MEMBERSHIP -

1. Any Member who has not paid his/her annual subscriptions for three consecutive Years too will be ^{deemed} ~~determined~~ to have vacated his/her Membership
2. Any Member who resigns on his/her own accord.
4. Any Member found to be of unsound mind or insane by a recognised Medical Officer.
5. If found to insolvent or bankrupt.
7. If found guilty of an offence under the Penal Code and/or Civil Law of the land and convicted by a Court of Law.
8. Upon his/her death.

X PROCEEDINGS OF THE ANNUAL GENERAL MEETING -

1. Elect Office-Bearers and Executive Committee Members for the ensuing year by majority Vote of show of hands.
2. The President shall preside at every General Meeting & Ex-Co. Meeting of the Association. If the President is not present, a Vice President may take the Chair. If the President and Vice Presidents are absent at such Meeting, the meeting shall elect a Chairman to preside at such meeting.
3. At any General Meeting or the Ex-Co. Meeting a resolution put to vote of the House shall be decided by the show of hands or by secret ballot if the majority may so decide. In case of an equality of votes, the President or the Chairman of the meeting shall be entitled to a casting Vote.

XI - DUTIES OF OFFICE-BEARERS -

1. *The President shall:-*

- 1.1. *have general supervision over the affairs of the Association in addition to presiding at Meetings.*
- 1.2. *Sign all by-laws together with the General Secretary or such other officer as the Committee may appoint for the purpose and*
- 1.3. *perform such other duties as may be determined by the Committee.*

2. *The Vice Presidents shall:-*

- 2.1. *preside at meetings of the Association in the absence of the President*
- 2.2. *perform the duties of the President in his absence or at his request and*
- 2.3. *perform such other duties as the Committee may determine.*

3. *The General Secretary shall:-*

- 3.1. *keep minutes of meetings of the Ex-Co., AGM or SGM in the books provided for the purpose*
- 3.2. *give due notices of meetings etc. in accordance with the provisions of these by-laws or as required by the Constitution.*
- 3.3. *see that all registers, books, reports, certificates and other documents and records are kept and properly maintained as required by the Constitution.*
- 3.4. *have custody of the seal of the Association and other equipment.*
- 3.5. *Perform such other duties as the Committee may determine from time to time.*

4. *The Treasurer shall:-*

- 4.1. *keep books in which receipts of income and expenditure as well as assets and liabilities of the Association are entered in and retain in safe-custody primary documents in support of same.*
- 4.2. *have charge and custody of and be responsible for all monies belonging to the Association, for their collection, disbursement and deposit in such Bank or other Depositories as may be determined from time to time by the Committee and*
- 4.3. *perform such other duties as may be determined by the Committee.*

XII - SEAL OF THE ASSOCIATION -

The Seal of the Association and other Rubber Stamps etc. shall not be affixed to any document or instrument except by authority of the Committee.

XIII – ACCOUNTS –

1. *The Committee shall cause proper Books of Accounts to be kept in respect of:-*
 - 1.1. *all monies received and expended by the Association and the manner in which such receipts & expenditure took place,*
 - 1.2. *all sales and purchases of goods, stationery and other items by the Association and the assets & liabilities of the Association.*
2. *The Books of Accounts shall be kept at the registered office of the Association or at such other place or places as the Committee shall deem fit and shall always be available for inspection by the Committee.*
3. *The Treasurer or in his absence the Assistant Treasurer and either the Secretary or the President shall be signatories for all cheques, instruments, documents and such other. The Treasurer or the Assistant Treasurer are mandatory.*
4. *The fiscal year of the Association shall be the Calendar Year (01st January to 31st December each year).*
5. *Accounts of the Association shall be subjected to annual Audits and a Statement of such audited accounts tabled at the AGM.*

XIV - GENERAL

Any matter or issue that is ^{not} covered by the above Constitution shall be disposed of by the Executive Committee at its discretion by majority decision.