

STATUTES

WATERNET ALUMNI ASSOCIATION

1. Preamble

Following the WaterNet mission, and other similar missions from relevant institutions, of building the regional institutional and human capacity in Integrated Water Resources Management (IWRM) through training, education, research and outreach by harnessing the complementary strengths of member institutions in the region and elsewhere.

The Association of former participants of the Master of Science degree courses in Integrated Water Management (IWRM), Water Resources Engineering (WRE) and Water Resources Engineering Management (WREM), and supported by WaterNet funds, herein referred to as WaterNet Alumni Association, shall maintain contacts with all graduates from WaterNet higher education programmes, and other similar programmes, in eastern and southern Africa.

The WaterNet Alumni Association shall aim to further impact society by translating lessons, knowledge, experiences and expertise of alumni into actions at all level of water resources management.

2. Name

The name of the Association shall be 'WaterNet Alumni Association (hereinafter referred to as the "Association").

3. Definitions

In the interpretation of these statutes, the following words, expressions and abbreviations shall have the following meanings:

ASC: Association Steering Committee

AB: Association Board

Association: WaterNet Alumni Association

Associated Programmes: the MSc programmes in Integrated Water Resources Management at the Universities of Dar-es-Salaam and Zimbabwe, the MSc programme in Water Resources Engineering at the University of Dar-es-Salaam and the MSc programme in Water Resources Engineering and Management at the University of Zimbabwe, and such other higher education programmes as may be approved by the Association Board from time to time.

GWP-SA: Global Water Partnership Southern Africa

IWRM: Integrated Water Resources Management

Member: A member of the WaterNet Alumni Association

AGA: Association General Assembly

WRE: Water Resources Engineering Programme

WREM: Water Resources Engineering and Management Programme

WARFSA: Water Research Fund for Southern Africa

4. Custodianship of statutes

The custodian of these statutes shall be the Alumni Association General Assembly (AGA) which is the highest governance body of the Association.

5. Vision, Mission, Purpose of the Association

5.1. Vision

To create a platform for members to engage and share knowledge

5.2. Mission Statement

To have a positive impact in the society by translating lessons, knowledge, experiences and expertise of alumni into actions at all level of integrated water resources management in eastern and southern Africa.

5.3. Purpose of the Association

To disseminate IWRM principles by translating knowledge into practice by the members, through collaboration, advocacy and outreach and to create a platform for members to engage within and outside the Association and to develop professionally.

6. Objective and outcomes of the Association

6.1. Objective

The objective of the Association is to further enhance the WaterNet mission, and other similar missions from relevant institutions and networks in eastern and southern Africa, of building the regional institutional and human capacity in Integrated Water Resources Management (IWRM) through training, education,

research and outreach by harnessing the complementary strengths of members in the region and elsewhere.

This will be achieved through the following specific objectives:

- 6.1.1. To enhance and maintain links among members of the alumni
- 6.1.2. To promote and facilitate knowledge dissemination, including professional expertise and personal experience among alumni
- 6.1.3. To promote and participate in IWRM capacity building initiatives
- 6.1.4. To promote and advocate the participation and involvement of young men and women in IWRM at country, regional and international levels.
- 6.1.5. To participate in international symposiums including the annual WaterNet/WARFSA/GWP-SA symposium through presentation of research findings and subsequently publication of articles in peer reviewed journals.
- 6.1.6. To keep in touch with all graduates of the Associated Programmes
- 6.1.7. To provide advice on improvement of the Master of Science degree in IWRM curricula and other associated programmes in the region

6.2. Outcomes

- 6.2.1. An annually updated database of graduates of the Associated Programmes
- 6.2.2. Newsletter articles and contribution to other newsletters from similar networks in the region.
- 6.2.3. Suggestions on any modification of the IWRM curriculum and other similar curricula based on alumni industrial experience where deemed necessary.
- 6.2.4. Organisation of meetings (formal or informal) on relevant subjects either as standalone events or as side events during relevant symposia, including the WaterNet/WARFSA/GWP-SA symposium.

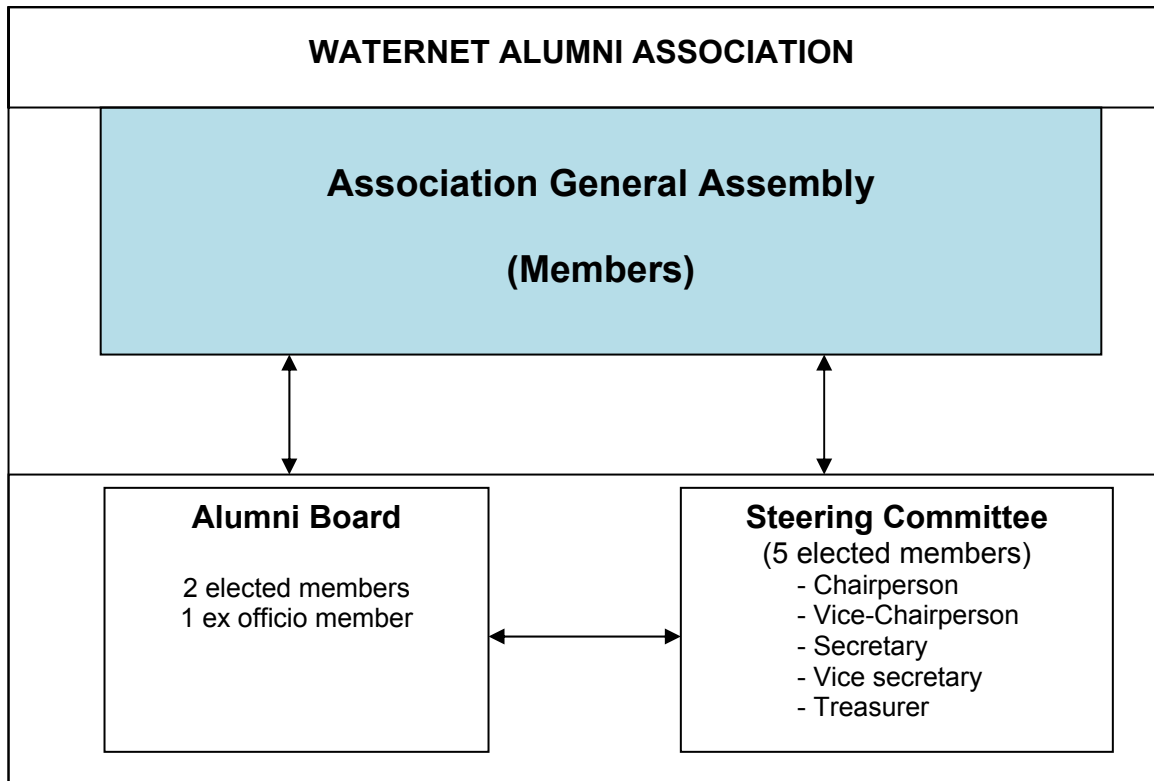
6.3. Powers and functions of the Association

In pursuance of its aims and objectives and for the better and effective performance of its functions under these statutes, the Association, through its governing structures as described in Section 7.0, shall have the powers to: -

- 6.3.1. Engage in any activity or undertaking for the purpose of mobilizing or generating financial and other material resources to be applied exclusively to the fulfilment of the aims and objectives of the Association as set out in these Statutes ;
- 6.3.2. Solicit donations, gifts and other forms of material aid acceptable to the Association for meeting the financial requirements and other needs of the Association in pursuit of meeting its aims and objectives;
- 6.3.3. Exercise any other power, perform any other function or do any other activity that may lawfully be so exercised, performed or done by the Association for carrying out, or giving effect to, the purpose for which the Association is established; and
- 6.3.4. Make rules prescribing to: –
 - (i) the rates and modes of payment by individual or institutional members which shall apply from time to time in respect of membership fees, subscription fees, and other contributions/donations towards the funds of the Association;
 - (ii) the circumstances in which and the conditions upon which membership of the Association may or shall be suspended or terminated; and
 - (iii) such other conditions relating to membership as may be necessary or desirable to ensure the integrity, independence, honor and dignity of the Association as well as efficacy in its operations.

7. Governance

The WaterNet Alumni Association shall have a governing structure as described in article 7.1, 7.2 and 7.3 and illustrated in the figure below.



7.1 The Alumni Association Board

The Alumni Association Board is the advisory body of the Association and will work closely with the Association Steering Committee and its main functions and responsibilities include:

- i) Moderate the functions of the Association
- ii) Provide guidance and backstops in formulating Association policies, mission and vision
- iii) Supervising the direction and progress of the Association

- iv) Appointing standing or ad hoc committees and their respective Chairpersons
- v) Is accountable to the Association General Assembly (cf. Article 7.3)

7.2 The Association Steering Committee

The Association Steering Committee shall exercise all managerial and administrative powers of the Association and ensure that Association's objectives are met. The Steering Committee will have the following functions and responsibilities:

- i) Manage the day to day activities of the Association
- ii) Promote regional and international cooperation with institutions sharing similar vision and views with regard to IWRM
- iii) Implement the Association's action plan
- iv) To manage the alumni window in the WaterNet website
- v) To ensure quality control in articles submitted by members to the Alumni Newsletters
- vi) Prepare and submit an annual report of the past year to the Association General Assembly as well as the annual work plan and budget for the next year.
- vii) Are accountable to the Association General Assembly

7.3 The Association General Assembly (AGA)

The Association General Assembly is composed of members of the Association and is the supreme governing body of the Alumni Association and shall:

- i) Approve strategic policy of the Association and its action plans.
- ii) Approve membership of prospective members.
- iii) Elect the members of the Steering Committee and Alumni Board.
- iv) Decide on the dissolution and liquidation of the Association.
- v) Adopt any revisions to the Association Statutes.
- vi) Approve any report submitted by the Steering Committee.

- vii) Approve the Association budget

7.4 Composition of the Association Board

The Association Board shall comprise of 2 elected members and 1 ex officio member. The Alumni Board members will be in office for 3 years and are eligible for re-election only once after their term expires. Upon being elected, the Board Members will select a Chairperson amongst themselves. The Board will be composed of:

- i) Representative of Alumni from the University of Dar es Salaam
- ii) Representative of Alumni from the University of Zimbabwe
- iii) Representative of the WaterNet Secretariat, who will be an ex officio member

7.5 Composition of the Association Steering Committee

The Steering Committee shall comprise five members: a Chairperson, Vice-Chairperson, Secretary, Vice-Secretary and Treasurer. Membership to the ASC will be for a period of 2 years renewable once. The quorum shall be 3. Decision-making shall be by consensus, or failing that, by a simple majority of members present and voting. The Steering Committee will be in office for 2 years and are eligible for re-election only once after their term expires

7.6 The Chairperson's responsibilities

- i) Supervising and coordinating activities.
- ii) Calling and presiding over regular and special meetings of the Association
- iii) Ensuring the completion of the alumni Annual Report
- iv) Serving as principal liaison with relevant associations and organizations

7.7 The Vice Chairperson's responsibilities

- i) Presiding over alumni meetings and events in the absence of the Chairperson.

- ii) Assuming the duties of the Chairperson on an interim basis if the Chairperson is unable to complete his/her term.

7.8 The Secretary's responsibilities

- i) Giving notice of meetings.
- ii) Taking and distributing meeting minutes of steering committee and Association meetings.
- iii) Maintaining a permanent record of all proceedings.
- iv) Maintaining and circulating the current Association Bylaws and or historical documents related to the Association.
- v) Taking attendance at Association meetings.
- vi) Leading the Association's publicity initiatives

7.9 The Vice-Secretary's responsibilities

- i) Assisting the Secretary,
- ii) Carrying out the Secretary's duties in his/her absence.

7.10 The Treasurer's responsibilities include

- i) Receiving all funds paid to the Association.
- ii) Disbursing funds.
- iii) Presenting an Annual Financial Report to the Association General Assembly.
- iv) Assisting in preparation of event budgets and related record keeping.
- v) Prepare annual budget for the Alumni Association.

8 Membership

The Association shall have two types of members:

8.6 Members

These are members of the Association who are graduates of the Associated Programmes, as defined in Article 3, and who were supported by WaterNet funds.

8.7 Honorary Members

Two kinds of membership categories are defined in this type of membership i.e:

- i) Members of the Association who are graduates of the Associated Programmes, as defined in Article 3, and who were not supported by WaterNet funds
- ii) Individuals who have continuously supported IWRM principles and activities in the region on condition that he or she makes a formal application to the Association Steering Committee and seconded by any member of the Alumni Association.

The conditions associated with membership to the Alumni Association include:

- (a) There shall be a registration fee for each type of membership.
- (b) Membership and subscription fees shall be determined by the Steering Committee and ratified by the Association General Assembly.
- (c) Payment of annual subscriptions shall be made by the end of the month of March each calendar year.
- (d) All members of the Association shall be bound by the provisions of these Statutes, and its interpretation as made by the governing structures of the Association and its members.
- (e) At any meeting of the Association, all paid up members shall be entitled to one vote each.
- (f) Honorary members are not eligible for voting.

9 WaterNet Alumni Association Meetings:

9.1 Annual meetings

The members of the Association will strive to meet at least once a year, as a side event in any symposium in the region. A notice shall be sent to all members in the database, at least 4 months before the meeting is to be held. The quorum shall be 10 active members. .

9.2 Postal/email Meetings:

As an alternative to a meeting as provided for by clause 9.1, the Steering Committee may arrange a postal/email meeting as follows:

- i) Notice will be sent to all members in the database, at least 2 months before the meeting is to be held. The notice will indicate the subject matter and solicit for member's contribution
- ii) Members may submit their contribution for the meeting to the secretary of steering committee, up until the day prior to the meeting
- iii) The secretary shall compile a document containing all contributions and subsequently resolutions and email it to all alumni members

10 Elections and voting

There will be two systems of voting in the Association and application of either will depend on the prevailing conditions especially the logistics in arranging for a meeting. The two systems of voting are:

- i) Secrete ballot during a Alumni General Assembly
- ii) e-voting through electronic mails or using voting tools in the alumni website

The voting systems will mainly be used to elect the Association Steering Committee and Board members. The election of the Association's board will be conducted after every 3 years while the Steering Committee will be after every 2

years. At no time will the election of the Steering Committee and Alumni Board be conducted in the same calendar year.

10.1 Nominations

Any member of the alumni is eligible to be nominated to vie for any vacant position in the Association Board and the Steering Committee. The interested candidate must be nominated by at least two and seconded by three fellow alumni members. The duration for nomination is up until the day prior to voting.

10.2 Management of elections

The Association Board will oversee the election of the Steering Committee and vice versa and hence the election of the board and steering committee will not be held in the same calendar year.

11 Fund raising

The Association shall generate its income from, and not limited to:

- i) Membership fees and subscriptions;
- ii) Contributions by well-wishers
- iii) Donations and grants from bilateral donors and non-governmental organizations
- iv) Fund raising activities undertaken by the Steering Committee in consultation with the Association Board.

12. Management of funds

The Association will manage its funds in the following manner:

- i) The steering committee shall open an account in the name of Waternet Alumni Association and all funds of the Association shall be deposited in that account.

- ii) There shall be three signatories to the Account and these shall be the Chairperson, Treasurer and the Secretary.
- iii) All accounts, records and documents of the Association shall be open for yearly auditing by an auditor approved by the Alumni Board.
- iv) The Association, through the Treasurer, shall maintain proper books of accounts to be kept in accordance with accepted accounting procedures.

16. Amendments and settlement of disputes

These statutes may be recommended to be amended and/or extended through a simple majority decision by the Association General Assembly by:.

- i) Subscribing members proposing amendments to these Statutes shall inform the secretary of the Steering Committee at least 1 month prior to the next Association Assembly.
- ii) The Secretary of the Steering Committee shall forward the proposed amendment to the Steering Committee, who will discuss and prepare recommendations to be forwarded to the Association General Assembly.
- iii) The Association General Assembly will discuss the suggested amendments and deliberate on the issue.
- iv) The Steering Committee, in consultation with the Board, shall appoint a lawyer that shall handle disputes and all other legal issues involving the Association.

17. Dissolution of the Association

- i) The Association shall be dissolved by a resolution passed by not less than two thirds of active and subscribing members through voting using either of the voting systems described in Article 10.
- ii) If upon dissolution of the Association there shall remain any property whatsoever, after settling all its debts and liabilities, the same shall be given or transferred to the Waternet Trust.

Signed, this -----day of ----- of the year-----

Chairperson name and signature:

Signed, this -----day of -----of the year -----

Secretary name and signature: