

**MOANOGHAR
RANGAPANI, RANGAMATI SADAR
RANGAMATI HILL DISTRICT, BANGLADESH**

CONSTITUTION

PREAMBLE

There was a situation of calamity and disaster caused by the 1971 liberation war of Bangladesh, for which countless tribal children of the Chittagong Hill Tracts became orphans, helpless and destitute. On the very backdrop, it was strongly felt expedient to establish one childcare centre, which would be named 'MOANOGHAR'; where the distressed, orphaned and rootless children will be given shelter and care. Until they groom up as worthy citizens of society, they will live in this home – MOANOGHAR. To this end, MOANOGHAR will act as a non-political and voluntary organisation for socio-economic development and welfare. To guide its policy and activities, this constitution is framed hereunder for Moanoghar:

Article 1: Name

The name of the organisation shall be the "MOANOGHAR CHILDREN'S HOME".

Article 2: Central Office

The permanent office of the Moanoghar Children's Home shall be situated at Rangamati (Sadar), P.O. Rangamati, P.S. Kotwali, Dist. Rangamati Hill District.

Article 3: Area of operation

The area of operation of the organisation shall be the whole Rangamati Hill district. However, subject to approval from the registration authority, the working area of the organisation can be expanded throughout the whole Bangladesh.

Article 4: Aims and Objects

- A) To promote social, religious, and economic development, and offer general and vocational education to the poor people of Rangamati Hill District.
- B) To undertake measures for carrying out humanitarian works.
- C) To undertake programmes of public welfare and inculcate ideas of universal friendship and brotherhood in the people with a view to establishing peace.
- D) In order to achieve the above-mentioned aims and objects, Moanoghar shall undertake measures on the following areas:
 - 1) to offer shelter to the distressed children of the Chittagong Hill Tracts towards bringing them up as good citizens of the country. To this end, Moanoghar will establish and run an orphanage, which shall be named in English as 'MOANOGHAR CHILDREN'S HOME';

- 2) to assist children build up their character as good citizens by imparting moral and religious education through a Pali College;
- 3) to establish educational institution to impart general education to the children;
- 4) to establish technical and vocational institutions, where various trades such as weaving, sewing, carpentry, cane-work, basketry, fishery, animal husbandry, printing technology, computer training centre, poultry farm etc will be offered;
- 5) to establish and run a Buddhist temple taking the necessity of religious education into special consideration;
- 6) to establish and run a mini-hospital to provide free medical treatment and prescription service to the needy people of the surrounding area;
- 7) to provide hands-on training with the interested students on agriculture and horticulture;
- 8) to establish cultural institutions for the development of tribal cultures such as music school, arts school, ethnological museum etc.;
- 9) to establish a printing press to publish books towards promoting tribal languages and offering children primary education in tribal languages;
- 10) to establish an international meditation centre to develop spirituality of the people;
- 11) to establish a research centre on herbal medicine. At the same time, a garden for herbal medicinal plants will be established on the land of Moanoghar;
- 12) to establish a Pre-cadet School for the students of pre-primary level;
- 13) to set up a library for collection of the most valuable but rarely available books for research;
- 14) to carry out relief work for the people affected by natural disasters such as flood, earth-quake, cyclone and epidemic etc;
- 15) to raise awareness and make campaign for afforestation on vast waste lands to maintain the balance in the natural environment. Moanoghar will undertake measures to raise tree plantation on its own land;
- 16) to make arrangements for cremation of dead bodies of the deceased persons, who died unclaimed by anyone;
- 17) to organize *dhamma* seminars and symposiums at national and international levels in order to strengthen friendly relations and mutual understanding among the people in different places, regions and countries;
- 18) to undertake projects on employment generation for the educated but unemployed women through enhancing their skills on various technologies vis-à-vis making them techno-savvy for development and employment generation;
- 19) to carry out programs on adult education to remove illiteracy;
- 20) to carry out any other activities that are conducive to achieving the aims and objects of the organization.

Article 5: Patrons

Three Members of Parliament (MPs) of Rangamati, Khagrachari and Bandarban, Chairmen of three Hill District Councils, the Chakma Circle Chief, the Deputy Commissioner of Rangamati Hill District and the Chairman of the Bangladesh Sangharaj Bhikkhu Sangha, the President of Bouddha Kristi Prachar Sangha, Bangladesh, the President of the Parbatya Bouddha_Sangha, Bangladesh and His Holiness the Sangha Nayaka of the Parbatya Bhikkhu Sangha, Bangladesh shall be the patrons of the organisation.

Article 6: Eligibility for membership

Anyone who is a Bangladeshi citizen by birth and belongs to ethnic communities of the Chittagong Hill Tracts region, can apply for membership of this organisation, provided that s/he believes in aims and objects, and ideologies of the organisation, and keeps his/her full allegiance to this constitution and is willing to work for social development.

Article 7: Membership

There will be three categories of membership-

a) General Member :

Any adult person who bears a moral character and conscientious and keeps his/her allegiance to the constitution of Moanoghar and strives for achieving its goals can apply to the Executive Council for membership, provided that s/he pays entry fee Tk. 200 (two hundred) and monthly subscription Tk. 100 (one hundred).

b) Life Member:

Any adult person who bears a moral character pays one-time donation of Tk. 50,000 (fifty thousand) or any property of the value of the same amount without conditions, can be a life member. A life member shall have the voting right in the election. But if s/he is not a Buddhist, s/he cannot be eligible to be elected to the Executive Council.

c) Donor Member:

Any benevolent person respectful to the activities of the organisation can a donor member by paying a sum of Tk. 200,000 (two hundred thousand) or any property of the value of the same amount without conditions. Every donor member shall have the right to know the activities of the organisation, but shall have no voting right.

Article 8: Cancellation of membership

Membership of the organisation shall be cancelled on any of the following grounds:

- a) A member withholding payment of subscription for one year.
- b) A member acting in any way prejudicial to the interest of the organisation.
- c) A member absenting themselves from three consecutive meetings of the committee.
- d) A member actively involved in political activities.
- e) A member convicted by a court of the country of criminal offence.
- f) A member declared mentally insane.

Article 9: Re-admission of a member

Any member, whose membership has been cancelled due to the reasons stated in Article 7, may apply to the authority of Moanoghar for re-admission. Subject to the following conditions his/her application may be considered for re-admission:

- a) s/he pays all subscription or membership fees;
- b) s/he is not actively involved in political activities;
- c) S/he is declared innocent by a court of the country and a general member certifies thereof.

Article 10: Powers of the General Council

1. The General Council shall be the highest decision making body of the organisation.
2. The General Council has the right to form the Executive Council and extend the tenure of the Executive Council.
3. The Executive Council is liable to present all audited reports to the annual General Council’s meeting.
4. The General Council has the right to know any information related to the work of the organisation.
5. No amendments – addition or deduction can be made to any clause or sub-clauses of this constitutions without approval of the General Council.
6. The Executive Council must seek approval from the General Council to expand the working areas, to set up new branch and to undertake a new project etc.
7. The Executive Council must seek prior approval from the General Council for transfer, sale or mortgage of immovable properties of the organisation. For the convenience of maintaining all movable and immovable properties of Moanoghar, a Board of Trustees shall be formed in the future.

Article 11: Structure and conduct of affairs of the Organisation

All activities of Moanoghar shall be carried out by the following Committees and Sub-committees.

a) Advisory Council

General Council with consent from the majority members shall form an Advisory Council to advise the Executive Council. The Advisory Council shall sit at least once in a year and be elected for 3 years, however the General Council shall decide the numbers of members to the Advisory Council.

b) Executive Council

There shall be an Executive Council for the organisation. This Council shall be elected [by the General Council] for 3 years consisting of 15 (fifteen) members with the following portfolios:

President	: 01
Vice-President	: 04
General Secretary	: 01
Joint Secretary	: 02
Treasurer	: 01
Member	: 06
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Total	15

Article 12: Powers and functions of the Executive Council

The Executive Council is responsible for proper functioning of the organisation. It shall carry out all organisational activities in consultation with the Advisory Council and with assistance from other sub-committees.

(A) Duties and responsibilities of the President

The President

- i) Shall preside over all meetings.
- ii) Shall direct the General Secretary to call all types of meetings of the organisation;
- iii) Shall carry out the organisational activities through broad-based consultation with all concerned;
- iv) In case of tie for making a decision, shall settle the matter through a casting vote.

(B) Duties and responsibilities of the Vice-President

In absence of the President, the powers of the President will be vested on the Vice-President. S/he shall carry out all responsibilities will be assigned on him/her by the Executive Council.

(C) Duties and responsibilities of the General Secretary

The General Secretary will coordinate the activities of the Executive Council and the Executive Director, and all other activities of the organisation. In consultation with the President, s/he will convene the monthly and other meetings. S/he is responsible to prepare annual progress report and present it in the annual general meeting.

(D) Duties and responsibilities of the Joint Secretary

In absence of the General Secretary, his/her power shall vest on the Joint Secretary. S/he will assist the Secretary in all respects. Moreover, s/he will perform all other duties assigned on him/her by the Executive Council.

(E) Duties and responsibilities of the Treasurer

The Treasurer will be responsible for proper maintenance of all incomes and expenditures accounts of the organisation. S/he will assist the General Secretary to prepare annual budget for the organisation. With assistance from the General Secretary, the Treasurer will supervise and monitor all expenditures of the organisation in accordance with the heads of expenditures as approved by the Executive Council. S/he will be one of the co-signatories jointly with the President and General Secretary for operation of all banks accounts of the organisation.

(F) Duties and responsibilities of the Members

All members shall carry out the works as advised by the President and the General Secretary. They assist them and carry out all other duties and responsibilities as assigned on them by the Executive Council.

Article 13: Sub-committees

For the convenience of carrying out the works of Moanoghar, there shall be the following Sub-committees:-

- i) Sub-Committee on Educational Affairs
- ii) Sub-Committee on Religious Affairs
- iii) Sub-Committee on Agriculture & Afforestation
- iv) Sub-Committee on Music
- v) Sub-Committee on Technical Training
- vi) Sub-Committee on Relief Distribution
- vii) Sub-Committee on Pre-Cadet [School]
- viii) Sub-Committee on Health Issues
- ix) Each Sub-Committee shall be responsible for the conduct of the affairs in their respective sphere of work. Each Sub-Committee will be constituted with the following members:

Convenor	: 01
Members	: 04
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Total	: 05

The President of the Executive Council shall act as the Ex-officio Convenor of the Sub-Committees. Or the President can nominate anyone of the Executive members as Convenor of the Sub-Committee(s) in lieu of him/her as per the decision of the Executive Council's meeting.

Article 14: Meetings

There shall be 5 types of meetings of the organisation, namely General Meeting, Executive Council's Meeting, Emergency Meeting, Adjourn Meeting and Requisition Meeting.

(A) General meeting

A general meeting shall be convened at least once in a year. To call a general meeting a notice shall be issued to all general members at least 15 days before the actual date of the meeting. All general members shall be provided with the proposed agenda, any report(s) prepared for submission and the proposed amendments, if any, along with the notice. If necessary, a notice shall be published in one or more national dailies notifying the date of the annual general meeting. Two-third of the members shall form a quorum for this meeting. In case, a member cannot be present in person, can send a letter explaining the reasons of his/her absence and can express his/her views on, and cast vote for or against the proposed agenda. Such a letter shall be treated as his/her 'presence', which will be counted for the quorum of the meeting.

(B) Executive Council Meeting

Every two months, the Executive Council's meeting will be held. At least 7 (seven) day's notice shall be given to all Executive Council's members for such meeting. Two-third of the members of the Executive Council shall form a quorum of the meeting.

(C) Emergency Meeting

To discuss emergency issues, emergency meetings can be called for the Executive Council through 24 hour notice, while it is a 3-day notice for the General Council. Presence of the two-thirds of the members shall form the quorums for both meetings.

(D) Adjourn meeting

The President can adjourn a meeting on account of incomplete quorum or differences of opinions while taking a decision at the meeting. To call this meeting later, a notice must be served to the members. Presence of the two-thirds of the members shall form the quorum of the meeting.

(E) Requisition Meeting

If found irregularities committed by the Executive Council or Sub-Committees while carrying out activities assigned on them, or found any activity subversive to the ideology of the organisation, two-thirds of the general members can request the President in writing to call a 'requisition meeting'. If the President fails to act on such a request, a meeting can be called under the leadership of an Executive member as convenor. Presence of the two-thirds of the members shall form the quorum of the meeting.

Article 15: Election of Executive Council

To form Executive Council through election, not through selection or nomination, the following system shall be followed.

- (A) The election of the Executive Council shall be held in every three years, generally be scheduled in December. Before declaring the election schedule, the Executive Council shall prepare election guidelines including the venue, date and time for the election. The election schedule shall be announced before 30 days of the actual date of election. Only those members who have paid off their subscriptions shall be eligible to participate and cast vote in the election.
- (B) The voter list shall have to be updated and finalised immediately after the election schedule is announced. The voter list will be hung on the office notice board for information to all voters. If any mistake is found on the voter list, one can submit an application to the General Secretary for correction before 15 days of the election. The corrected voter list shall be published under the joint signatures of the President and the General Secretary.
- (C) Election will take place either through secret ballots or raising hands
- (D) A Returning Officer, who is not directly involved with organisation, shall appointed to ensure a free and fair election.
- (E) The decision of the Returning Officer shall be deemed final with regards to election results.

- (F) The Returning Officer shall be appointed with the two-third majority of the Executive Council.
- (G) The outgoing Executive Council shall provide all necessary support to the Returning Officer to conduct the election smoothly.
- (H) The list of the newly elected Executive Council shall have to be submitted to the registration authority within 30 days for its approval. The newly elected Executive Council shall stand valid with approval by the registration authority.

Article 16: Operation of the funds

The funds of the organisation shall be formed with membership fees, monthly subscription, revenues from own sources, handful of alms, public donation, donations both from the government and non-government agencies, subvention from the government, and gifts or donations from benevolent persons and organisations – both national and international. All money received shall be deposited in the name of Moanoghar into a scheduled bank approved by the government of Bangladesh. All cash receipts shall be deposited into the bank within 6 (six) working days from the date of collection. The funds shall be operated under the joint signatures of the President/the General Secretary and Treasurer. Every year all accounts of the organisation shall be audited by a Chartered Accountant Firm appointed by the Executive Council.

Article 17: Amendments of the Constitution

Any clause or sub-clause of this constitution may be abrogated and amended in full or partial, or a new clause or sub-clause may be appended with it; provided that at least the two-third majority of the General Council's members give their consent.

Article 17: Dissolution

Owing to any unavoidable reasons if it becomes impossible to run the organisation, the matter, with the consent of the two-third majority of the members present in the General Council, shall be communicated with the registration authority - the Department of Social Service of the Government of Bangladesh. In case of dissolution, all properties – movable and immovable of the organisation will be donated to any non-political voluntary social organization with approval from the registration authority.
