

LESUFI CLAN

THE CONSTITUTION



info@lesuficlan.co.za
www.lesuficlan.co.za

SECOND EDITION

FEBRUARY 2022

TABLE OF CONTENTS

1.	ACRONYMS, DEFINITIONS AND INTERPRETATIONS	4
2.	PREAMBLE	6
3.	NAME	6
4.	MOTTO	6
5.	AIMS AND OBJECTIVES	6
6.	OFFICES OF THE ORGANISATION	7
6.1	HEADQUARTERS	7
7.	MEMBERSHIP	7
7.2	MEMBERSHIP CATEGORY AND SUBSCRIPTIONS	8
7.2.1	LIFE MEMBERS	8
7.2.2	HONORARY MEMBERS	8
7.2.3	ORDINARY MEMBERS	8
7.2.4	GENERAL MEMBERS	8
7.3	APPLICATION FOR MEMBERSHIP	8
7.4	TERMINATION OF MEMBERSHIP	8
7.5	RIGHTS OF MEMBERS	9
7.6	SUSPENSION AND EXPULSION	9
8.	ORGANISATIONAL STRUCTURE	10
8.1	THE NATIONAL SENATE (NS)	10
8.2	THE NATIONAL COUNCIL	10
8.3	NATIONAL EXECUTIVE COUNCIL (NExCo)	10
8.4	NATIONAL EXECUTIVE COUNCIL (NExCo)	11
8.5	WOMEN HOUSE (WH)	11
8.6	YOUTH HOUSE (YH)	12
9.	MEETINGS	12
9.1	SENATE	12
9.2	CONDUCTION OF THE SENATE	12
9.3	ANNUAL GENERAL MEETINGS	13
9.4	SPECIAL OR EXTRAORDINARY MEETINGS	13
9.5	NATIONAL COUNCIL MEETINGS (NCM)	13
9.6	NATIONAL EXECUTIVE COUNCIL MEETINGS (NExCoM)	13
9.7	BRANCH EXECUTIVE COUNCIL MEETINGS (BExCoM)	14
9.8	NOTICE OF THE MEETINGS	14
9.9	QUORUM OF THE MEETINGS	14
9.10	CHAIRPERSON(S) OF THE MEETING(S)	15

9.11	VOTES IN MEETING	15
<u>10.</u>	<u>ELECTION OF EXECUTIVE COUNCIL MEMBERS</u>	<u>16</u>
<u>11.</u>	<u>TENURE OF OFFICE OF THE EXECUTIVE COUNCIL</u>	<u>16</u>
<u>12.</u>	<u>TRUSTEES OF THE ORGANISATION</u>	<u>16</u>
12.1	BOARD OF TRUSTEE.....	17
12.1.1	APPOINTMENT	17
12.1.2	TERMINATION OF OFFICE, RESIGNATION, ETC.....	17
12.1.3	POWERS AND LIABILITIES.....	17
<u>13.</u>	<u>OFFICERS</u>	<u>18</u>
<u>14.</u>	<u>FUNCTIONS OF THE OFFICE-BEARERS</u>	<u>18</u>
14.2	THE DEPUTY PRESIDENT / CHAIRPERSON	18
14.3	THE GENERAL SECRETARY / SECRETARY	18
14.4	THE DEPUTY GENERAL SECRETARY / SECRETARY	18
14.5	THE GENERAL TREASURER / TREASURER.....	19
14.6	MEDIA LIAISON OFFICER / SPOKES PERSON	19
14.7	AUDITOR / EDITOR / WEBMASTER.....	19
14.8	HISTORIAN/RESEARCHER.....	19
<u>15.</u>	<u>ADMINISTRATION</u>	<u>19</u>
15.1	DUTIES OF THE COUNCIL.....	19
15.2	POWERS OF THE COUNCIL.....	20
15.3	CONDUCT OF BUSINESS.....	20
15.4	GENERAL SECRETARY / SECRETARY AND GENERAL TREASURE / TREASURER	20
15.5	PROPERTY, FUNDS AND ACCOUNTS.....	20
15.6	BANK ACCOUNT	21
15.7	REVENUE	21
15.8	INVESTMENTS.....	22
15.9	HERITABLE AND MOVEABLE PROPERTY	22
15.10	DONATIONS AND LEGACIES	22
<u>16.</u>	<u>CHARITABLE FUNDS, AND RELATED</u>	<u>22</u>
16.1	CHARITABLE FUNDS.....	22
16.3	THE BENEVOLENT FUND	22
16.4	THE EDUCATION FUND.....	23
16.5	THE RESTORATION FUND	23
16.6	APPLICATION OF ANNUAL REVENUE	23
16.7	DETERMINATION OF APPLICATIONS.....	24
16.8	WINDING UP	24
<u>17.</u>	<u>FINANCE</u>	<u>24</u>

<u>18.</u>	<u>BENEFITS TO MEMBERS.....</u>	<u>25</u>
<u>19.</u>	<u>OTHER ACTIVITIES OF THE ORGANIZATION</u>	<u>25</u>
<u>20.</u>	<u>DISCIPLINE</u>	<u>25</u>
<u>21.</u>	<u>ALTERATION TO CONSTITUTION.....</u>	<u>26</u>
<u>22.</u>	<u>DISSOLUTION OF THE EXECUTIVE COUNCIL AND ORGANIZATION</u>	<u>27</u>
<u>23.</u>	<u>ORGANS OF THE CLAN.....</u>	<u>27</u>
23.1	SOCIETY, FUNERAL COVER AND HEALTH AIDS	27
23.2	SPORTS, ARTS AND CULTURE.....	30
<u>24.</u>	<u>INDEMNIFICATION OF MEMBERS</u>	<u>31</u>
<u>25.</u>	<u>FUNDS RAISING AND DONATIONS</u>	<u>31</u>
25.1	BY THE ORGANIZATION.....	31
25.2	BY BRANCHES	32
25.3	BY MEMBERS	32
25.4	BY EXTERNAL INDIVIDUALS, COMPANIES AND INSTITUTIONS.....	32
<u>26.</u>	<u>ANNEXURES</u>	<u>33</u>
26.1	ANNEXURE A : HISTORY OF THE ORIGIN OF LESUFI FAMILY	33
26.2	ANNEXURE B : HISTORY OF THE BIRTH SEQUENCE OF THE LESUFI FAMILY	33
26.3	ANNEXURE C : POEM(S) / POETRY OF THE LESUFI FAMILY	33
26.4	ANNEXURE D : ORGAN OF THE ORGANIZATION “LESUFI CLAN FUNERAL COVER POLICY”	33
26.5	ANNEXURE E : ORGAN OF THE ORGANIZATION “DITHAMAGA FOOTBALL CLUB CONSTITUTION”	33
<u>27.</u>	<u>ACKNOWLEDGEMENT</u>	<u>33</u>

1. ACRONYMS, DEFINITIONS AND INTERPRETATIONS

- 1.1 In this Constitution, unless the context indicates or defined otherwise, the following words and expressions bear the meanings assigned to them and cognate expressions bear corresponding meanings:
- 1.1.1 The “**Organization**” means Lesufi Clan;
 - 1.1.2 The “**Society**” means Lesufi Clan Funeral Cover;
 - 1.1.3 The “**Organs**” means the organs/organization formulated/founded by Lesufi Clan;
 - 1.1.4 “**Member**” means an individual person or organization who or which is a member of Lesufi Clan or its Organs as stated in this Constitution;
 - 1.1.5 “**NS**” means National Senate;
 - 1.1.6 “**Senate(S)**” means a national congregation of the members of the Organization that shall take place and transact business as stated in this Constitution;
 - 1.1.1 “**National Senate (NS)**” means the supreme general meeting of the Organization held to elect the National Executive Members, review and adopt policies and constitution. This is the supreme decision making of the Organization;
 - 1.1.2 “**NC**” means National Council;
 - 1.1.3 “**National Council (NC)**” means the supreme governing body of the Organization consisting of the National Executive Council (NExCo) and all Branch Chairpersons and Secretaries or by person/s delegated to branch. This is the highest decision-making body of the Organization in between the National Senates;
 - 1.1.4 “**NCM**” means National Council Meeting;
 - 1.1.5 “**NExCo**” means National Executive Council;
 - 1.1.6 “**National Executive Council (NExCo)**” means national executive office bearers of the Organization;
 - 1.1.7 “**NExCoM**” means National Executive Council Meeting;
 - 1.1.8 “**BExCo**” means Branch Executive Council;
 - 1.1.9 “**Branch Executive Council (BExCo)**” means branch executive office bearers of the Organization;
 - 1.1.10 “**BExCoM**” means Branch Executive Council Meeting;
 - 1.1.11 “**YH**” means Youth House. It is a body comprised of youth executive members of the Organization;
 - 1.1.12 “**WH**” means Women House. It is a body comprised of women executive members of the Organization;
 - 1.1.13 “**Office-Bearer**” means members of the NExCo or BExCo as the case may be;
 - 1.1.14 “**Founders or Founding Members**” means the originators, incorporators and members, who were present at the first meetings of the Organization in the 2015 where first discussions about the Organization started;
 - 1.1.15 “**Code of Conduct**” means the Code of Conduct to be adopted by the Senate but, pending such adoption, means the Code of Conduct prepared by the Joint NC hereto;

- 1.1.16 **“Board of Trustees”** means a body consisting of and constituted by the nominated/co-opted or elected members to serve on the trusts of the Organization from time to time;
- 1.1.17 **“Annual Financial Statements”** mean audited financial statements of the Organization;
- 1.1.18 **“Co-opted Member”** means member elected by the NEXCo/BExCo, subject to the approval by the National Council, and shall have the same duties as the executive members and have the powers vested on him/her, including voting powers.



2. PREAMBLE

- 2.1 We, the founding members of **Lesufi Clan (La Mankgakgathe)** in Sekhukhune land, RSA), guided by the Almighty God, feeling the necessity of a unified effort to uphold our ancestors' name, to enhance the spirit of unity, democracy and mutual understanding, to encourage the old and young generations through active participation in every clan endeavour and to promote the general welfare of the family bound with love and cooperation, do hereby promulgate and adopt this Constitution and By-laws.

3. NAME

- 3.1 The Organization shall be known and called, **Lesufi Clan (La Mankgakgathe)**, and referred as such thereafter, and shall be strictly non-political and non-sectarian.

4. MOTTO

- 4.1 The Motto of our Organization is: **Lesufi Clan (La Mankgakgathe)** proud of our heritage and genealogies.

5. AIMS AND OBJECTIVES

- 5.1 To contribute to the development of the Lesufi Clan.
- 5.2 To facilitate in the unification and strengthening of our dispersed clan.
- 5.3 To foster and strengthen the bonds of unity among Lesufi Clan people wherever they may be.
- 5.4 To protect, defend and promote the culture, traditions, customs, history, literature, language, art and heritage, and welfare of Lesufi Clan' both at home and country wide.
- 5.5 To research, compile, record, educate, encourage interest, disseminate and preserve the history, cultural heritage, traditions, published works, documents, letters and other genealogical and historical information of our clan.
- 5.6 To provide a forum for social and cultural interactions among members.
- 5.7 To support other clans or organisations, which have as their objectives the perpetuation of our heritage and tradition.
- 5.8 To co-operate with any other social organizations in the country having similar aims and objectives as the organization.
- 5.9 To create awareness of "**Lesufi La Mankgakgathe**" culture and disseminate information about the clan to its members, and others who shall be interested through symposiums, seminars, arts and crafts exhibitions and traditional dances.
- 5.10 To assist in identifying the chiefs and chieftains and titles of our clan septs, should they exist.
- 5.11 To research leading to the identification, restoration, purchase and recovery of clan antiquities, as well as constructing memorials for particularly famous sites and clan members.

- 5.12 To encourage, promote and assist social events, reunions and gatherings of our members wherever and whenever the Organisation deems prudent.
- 5.13 To foster the scholarly research and publication of all matters relating to the culture, traditions, history and heritage of our clan by means of awards, grants, and scholarships.
- 5.14 To make contributions for the advancement and promotion of charitable or benevolent activities.

6. OFFICES OF THE ORGANISATION

6.1 Headquarters

- 6.1.1 The headquarters of the organisation shall be at the area to be identified and agreed upon by the National Council. Priority shall be given to the area where majority of the surname Lesufi and membership is located. This shall be the place where most of the meetings of the organisation are held/convened. Effort shall be maintained to permanent premises with a view to carrying on the business of the organisation and the preservation of the organisations 'books, manuscripts, relics, antiquities, works of art, etc.

7. MEMBERSHIP

7.1 Membership Eligibility

Those eligible for membership of the Organisation shall be;

- 7.1.1 Persons bearing the surname of Lesufi, either by birth or marriage and in the various forms in which that name is recognised by the Council.
- 7.1.2 Persons bearing the name of the various clan but originated from Lesufi clan, either by birth or marriage and recognised by the Council.
- 7.1.3 Persons bearing the name of the various clan but originated from Lesufi clan, and s/he recognised by the Council as a niece/nephew.
- 7.1.4 Organisations or individuals which sympathise with and support the objectives of the Organisation. These shall be classified as "Friends of Lesufi clan".
- 7.1.5 Membership shall be open to all persons as in item 7.1.1 to 7.1.4 above,
- 7.1.6 Children under the age of 18years shall automatically have their membership falling under their parents or guardians.
- 7.1.7 **A membership (registration) fee of shall be as determined by National Council (NC) and be approved by National Senate (NS). The membership amount shall be reviewed as and when required at timeously.**
- 7.1.8 **Annual fee shall be determined by the NC and be presented to the members in the NS for finalisation.**
- 7.1.9 A register of members shall be maintained and membership cards shall be issued out to members.
- 7.1.10 Any member may withdraw s/he membership of the organization in writing if s/he so wish. However, such a member shall cease to enjoy any benefits whatsoever from the organization.

7.2 Membership Category and Subscriptions

Note: Admission to all categories of membership shall be at the discretion of the Council.

Members shall be categorised as follows;

7.2.1 Life Members

- 7.2.1.1 Persons bearing the surname of Lesufi, either by birth or marriage. Membership starts upon birth, is recognized by the organisation once registered, and extends for the lifetime of that member.

7.2.2 Honorary Members

- 7.2.2.1 Persons bearing the surname of Lesufi, either by birth or marriage, and is over **70** years old. These shall be lifetime members.

7.2.3 Ordinary Members

- 7.2.3.1 Persons bearing the surname of the various clan but originated from Lesufi, either by birth or marriage. **These members shall not be elected as NExCo members, but they can be elected as BExCo members**

7.2.4 General Members

- 7.2.4.1 Persons bearing the surname of the various clan but his/her mother/guardian originated from Lesufi. These shall include the organisations or individuals which are sympathetic with and support the objectives of Lesufi clan. These members shall not be elected as the office bearers or council members, do not have the voting rights.

7.3 Application for Membership

- 7.3.1 Applications for membership shall be made in writing to National Council as determined from time to time by Council.
- 7.3.2 Any applicant for membership, or existing member, shall if called upon by the Council, supply such information as may be required for the purpose of determining the applicant category of membership or any matter relating to the applicant

7.4 Termination of Membership

- 7.4.1 The Membership may be reviewed or terminated by Council in the following circumstances:
- 7.4.1.1 where the member fails to attend meetings of Clan on unreasonable consecutive occasions without good cause (the Secretariat would have kept the record as a proof)
- 7.4.1.2 by resignation;

- 7.4.1.3 by expulsion, provided that due process has been followed;
- 7.4.1.4 if a member denies to contribute on functions and activities of the Clan;
- 7.4.1.5 if a member neglects or refuses to comply with this Constitution, the Rules and/or any Code of Conduct adopted by the Council, after being required, in writing to do so;
- 7.4.1.6 If and when, in the opinion of the Council, fails to take action against its member/s who has been found to have transgress the Code of Conduct of Clan;
- 7.4.1.7 If a member is deceased;

7.5 Rights of Members

7.5.1 In addition to rights conferred on it, Membership shall confer upon each Member:

- 7.5.1.1 the right to inspect, and to receive copies of, the annual financial statements of Clan; and
- 7.5.1.2 the right to receive notice of, to attend and speak at meetings in accordance with the provisions of Code of Conduct;
- 7.5.1.3 have the right to vote at any meetings of the Clan.

7.6 Suspension and Expulsion

- 7.6.1 Suspension and expulsion of Members shall be regulated in accordance with the Code of Conduct, or any amendment thereof.
- 7.6.2 A Member suspended or expelled in terms of the Code of Conduct shall forfeit all rights in and claim upon Clan and its property and shall not be entitled to a refund of any contribution or part thereof already paid by him/her.
- 7.6.3 A Member suspended or expelled in terms of the Code of Conduct shall forfeit all rights in and claim upon the Clan resulting from any projects or sponsors in which the member might be entitled to in terms of Clan policies and shall not be entitled to any funds whether outstanding at the time of suspension or in arrears, instead the member shall pay back the portions paid in advance to him/her in any manner as the case may be.

8. ORGANISATIONAL STRUCTURE

The Clan shall be comprised of the following structures:

8.1 The National Senate (NS)

8.1.1 The National Senate shall be the supreme ruling and controlling body of the Clan. It is supreme governing body of the Clan. It shall be composed of:

8.1.1.1 Members of the National Council;

8.1.1.2 Clan Members in Good standing; and

8.1.1.3 Any special individual/s member invited/allowed by the National Executive Council

8.2 The National Council

8.2.1 National Senate is the supreme governing body of the Clan, and the National Council (NC). shall be the highest making decision body in between the Senates.

8.2.2 The National Council shall consist of the following:

8.2.2.1 National Executive Council (NExCo);

8.2.2.2 Chairpersons and Secretaries of the Branch Council;

8.2.2.3 Chairpersons and Secretaries of the Women House;

8.2.2.4 Chairpersons and Secretaries of the Youth House;

8.3 National Executive Council (NExCo)

8.3.1 National Executive Council (NExCo) shall be elected in the National Senate (NS) that shall be convened by sitting office bearers of NC after every three (3) years.

8.3.2 National Senate (NS) is the supreme governing body of the Clan, and the National Council (NC). shall be the highest making decision body in between the Senates, National Executive Council (NExCo) the high decision maker in between the National Council (NC).

8.3.3 National Executive Council shall consist of the following office bearers:

8.3.3.1 the Past Presidents and General Secretaries;

8.3.3.2 the President (elected);

8.3.3.3 the Deputy President(elected);

8.3.3.4 the General Secretary(elected);

8.3.3.5 the Deputy General Secretary(elected);

8.3.3.6 the General Treasurer(elected);

8.3.3.7 Media Liaison Officer/Spokesperson;

8.3.3.8 Three (3) additional members(elected); and

8.3.3.9 **At least** One (1) Co-opted member (nominated by elected office bearers);

8.3.3.10 **Geographical spread and gender must be considered when electing the executive members.**

8.4 National Executive Council (NExCo)

8.4.1 Branch Executive Council (BExCo).

8.4.2 Branch Executive Council (BExCo) shall be elected in the Branch Meeting that shall be convened by NExCo via sitting office bearers of BExCo after every two (2) years, and prior National Senate.

8.4.3 Branches may be a Settlement or grouped Settlements, depending on the determination by National Council / Senate.

8.4.4 The Branch Executive Council shall consist of the following office bearers:

8.4.4.1 the Chairperson;

8.4.4.2 the Deputy Chairperson;

8.4.4.3 the Secretary;

8.4.4.4 the Deputy Secretary;

8.4.4.5 the Treasurer; and

8.4.4.6 one (1) additional member. In exception, additional members may be more than one (1) in branches with scattered settlements.

8.4.4.7 **Geographical spread and gender must be considered when electing the executive members.**

8.5 Women House (WH)

8.5.1 Women House (WH) shall be elected in the National Senate that shall be convened by sitting office bearers of NC after every three (3) years. Its objectives will be to defend and advance the rights of women in line with Code of Conduct of the Clan. This shall not be autonomous structure and shall operate in the umbrella of the National Council.

8.5.2 The Women House shall consist of the following office bearers:

the Chairperson;

the Deputy Chairperson;

the Secretary;

the Deputy Secretary;

the Treasurer; and

8.5.2.6 One (1) additional member

8.5.2.7 **Geographical spread must be considered when electing the executive members.**

8.6 Youth House (YH)

8.6.1 Youth House (YH) shall be elected in the National Senate that shall be convened by sitting office bearers of NC after every three (3) years. Its objectives will be to defend and advance the rights of youth in line with Code of Conduct of the Clan. This shall not be autonomous structure and shall operate in the umbrella of the National Council.

8.6.2 The Youth House shall consist of the following office bearers:

the Chairperson;

the Deputy Chairperson;

the Secretary;

the Deputy Secretary;

the Treasurer; and

8.6.2.6 One (1) additional member

8.6.2.7 **Geographical spread and gender must be considered when electing the executive members.**

9. MEETINGS

9.1 Senate

9.1.1 The ordinary National Senate (NS) shall be convened at least once every three years at a date, time and place determined by the National Council (C) or National Executive Council (NExCo). A special meeting of the National Senate shall be convened by the NExCo upon resolution of the NC or upon a written request of at least one-third of the members of National Council (NC), plus two-third of any Branches.

9.1.2 Ordinarily, *three month's* written notice of the Senate shall be given to members through Branches but in the case of a special Senate, written notice shall be *twenty-one* days.

9.1.3 An agenda must be attached to every written notice of a Senate, whether ordinary or special.

9.1.4 The Senate shall be attended only by members in good standing.

9.2 Conduction of the Senate

The Senate shall:

9.2.1 confirm or amend an agenda;

9.2.2 consider and accept or reject the credentials of delegates;

9.2.3 consider and decide upon any amendments to the Constitution;

9.2.4 receive and consider the following reports:

- 9.2.4.1 the Founders and/or Past President's remarks;
- 9.2.4.2 the President's report;
- 9.2.4.3 the General Secretary's report;
- 9.2.4.4 the General Treasurer's report and the audited financial statements;
- 9.2.4.5 the report from Women's House;
- 9.2.4.6 the report from Youth's House;
- 9.2.4.7 the report on Forums / Committees;
- 9.2.5 consider resolutions on general and specific policy matters and any other matters deemed to be relevant;
- 9.2.6 elect members of the NExCo, Women House and Youth House; and
- 9.2.7 consider and determine any other matter raised at and which Senate deems necessary to consider.

9.3 Annual General Meetings

9.3.1 Annual General Meeting of the Organisation shall be held in each calendar year in a month to be Fixed determined by the Council from time to time and at such time and place as the Council may appoint. Preference shall be to rotate these meetings to the branches.

9.4 Special or Extraordinary Meetings

- 9.4.1 Special or Extraordinary Meetings of the Organisation may be held as circumstances dictate, either by the determination of the Council, or on requisition addressed to the General Secretary by at least **Three-Quarter (3/4)** Branches of the Organisation, or in emergency by the President and the General Secretary.

9.5 National Council Meetings (NCM)

- 9.5.1 National Council Meetings shall be convened as and when necessary, and must be held at least once in every two months.

9.6 National Executive Council Meetings (NExCoM)

- 9.6.1 National Executive Council Meetings shall be convened as and when necessary, and must be held at least once in every two months.

9.7 Branch Executive Council Meetings (BExCoM)

9.7.1 Council Meetings shall be convened as and when necessary, and must be held at least once in every month, including the Branch General Meeting.

9.8 Notice of the Meetings

9.8.1 Notice of the place, date and time fixed for a General Meeting, Special Meeting or Extraordinary Meeting shall be sent by the General Secretary to all Members and Branches not less than one month before the appointed date, and in the case of Notice sent to Members, it shall be accompanied by a Note of the General Agenda and any Special Notice of Resolutions or Extraordinary Business received by the General Secretary in suitable form.

9.8.2 The notice of the place, date and time for Branch Meetings shall be agreed upon in the sitting branch meeting, and absent members be notified by branch chairperson and secretary.

9.8.3 The non-receipt of any such Notice by any Member shall not invalidate the proceedings at any such Meeting.

9.9 Quorum of the Meetings

9.9.1 A quorum at the Senate, shall be at least five (5) members of NExCo, plus members from at least two-third (2/3) of the operating Branches, whether or not all members from each of those Branches are present.

9.9.2 If, within two hours(2hrs) of the time fixed for the Senate or such further reasonable time not exceeding three hours (3hrs) determined by the NC, a quorum is not formed, the Senate shall stand adjourned to a date, time and place to be determined by the NC and at least one month written notice thereof be given to members, provided it shall not be adjourned to more than three months from the date of adjournment. At such adjourned Senate, a quorum shall be at least four (4) members of NExCo, plus members from at least two-third (2/3) of the operating Branches, whether or not all members from each of those Branches are present.

9.9.3 A quorum at the General Meetings, shall be at least four (4) members of NExCo, plus members from at least two-third (2/3) of the operating Branches, whether or not all members from each of those Branches are present.

9.9.4 If, within three hours(3hrs) of the time fixed for the General Meeting or such further reasonable time not exceeding four hours (4hrs) determined by the NExCo, a quorum is not formed, such meeting shall stand adjourned to a date, time and place to be determined by the NExCo.

- 9.9.5 A quorum at the National Council (NC), shall be at least three (3) members of NExCo, plus members from at least two-third (2/3) of the operating Branches, whether or not all members from each of those Branches are present.
- 9.9.6 If at the fixed time of the National Council Meeting, present members shall further reasonable time not exceeding time agreed upon by them, a quorum is not formed, such meeting shall stand adjourned to a date, time and place to be determined by the NExCo.
- 9.9.7 A quorum at the Branch Executive Council (BExCo), shall be at least two (2) members of (BExCo), plus 50% (1/2) of the members of the Branch.
- 9.9.8 If at the fixed time of the Branch Executive Council Meeting, present members shall further reasonable time not exceeding time agreed upon by them, a quorum is not formed, such meeting shall stand adjourned to a date, time and place to be determined by the NExCo with the sitting BExCo.

9.10 Chairperson(s) of the Meeting(s)

- 9.10.1 At the Senate and General Meetings, The President or Deputy President shall preside at all Meetings of the Organisation. In the absence of the both, the Members present at the Meeting shall elect or agree on a presiding Chairperson from among members.
- 9.10.2 At the National Council and National Executive Meetings, The President or Deputy President shall preside at all Meetings of the Organisation. In the absence of the both, the Members present at the Meeting shall elect or agree on a presiding Chairperson from among members.
- 9.10.3 At the Branch Council and Branch Executive Meetings, The Chairperson or Deputy Chairperson shall preside at all Meetings of the Branch Meetings. In the absence of the Chairperson and Deputy Chairperson, the Members present at the Meeting shall elect a Chairperson from among their number.

9.11 Votes in Meeting

- 9.11.1 At all Meetings of the Organisation each Member shall be entitled to one vote. Members may vote by proxy on any subject specifically mentioned in the Notice calling the Meeting, but the use of proxies shall be strictly limited to the business of which Members have been duly and officially advised.
- 9.11.2 At all Meetings the Chairperson shall have one vote and also a casting vote.

10. ELECTION OF EXECUTIVE COUNCIL MEMBERS

- 11.1. At the appropriate time of the electoral meeting, and in accordance with procedures, the chairperson shall declare all position of executive members of the organization vacant. This will then be followed by processes of electing the new members.
- 11.2. Three (3) members shall be appointed by the Council to conduct the election of new officers.
- 11.3. At least two (2) candidates shall be nominated to contest each post.
- 11.4. In the event of a tie during elections, there shall be a run-off election.
- 11.5. Elections of the National Executive Council (NExCo) members, i.e President, Deputy-President, General Treasurer, General Secretary, Deputy General Secretary, additional members Women and Youth houses shall be in the National Senate (NS), and shall be on nomination, seconded and voting.
- 11.6. Elections of the Branch Executive Council (BExCo) members, i.e Chairperson, Deputy-Chairperson, Secretary, Deputy Secretary, Treasurer and additional member(s) shall be in the Branch Council Meeting (BCM), and shall be on nomination, seconded and voting.
- 11.7. Voting shall be by show of hands, but if only one nomination is received for a particular position, the candidate so nominated shall be declared elected without a voting.
- 11.8. A member elected shall hold office until the next electoral meeting, unless s/he resigns or removed from office.
- 11.9. Gender must be balanced when feasible during election of executives.
- 11.10. Elected Officers shall immediately assume office.

11. TENURE OF OFFICE OF THE EXECUTIVE COUNCIL

- 11.1 An elected National Executive Council (NExCo) shall serve for a period not exceeding **Thirty-six (36)** Calendar months (**Three years**).
- 11.2 An elected Branch Executive Council (BExCo) shall serve for a period not exceeding **Twenty-Four (24)** Calendar months (**Two years**).
- 11.3 In the event of any post becoming vacant before the expiration of the tenure of the serving Executive Council, an election may be held to fill such post(s). The tenure of such Executive Council Member(s) shall be deemed to have ended with the expiration of the tenure of the serving Executive Council.
- 11.4 Vacating Executive Council Members are free to seek re-election,

12. TRUSTEES OF THE ORGANISATION

The Executive Council shall appoint people to hold properties in trust for the Organization.

The trustee shall be established/formulated as follows:

12.1 Board of Trustee

12.1.1 Appointment

12.1.1.1 There shall be **five (5)** Trustees of the Organization, appointed by the Council at its first meeting after the date of adoption of this Constitution and the Council shall thereafter annually re-appoint such Trustees or appoint alternative or replacement Trustees, always totalling **five (5)** in number.

12.1.1.2 No appointment of any individual as a Trustee shall be made by the Council without the express consent of the individual concerned.

12.1.1.3 The appointment of any Trustee shall take effect from the date of the meeting at which such appointment is made and evidence of such appointment shall be an excerpt from the Minutes of that meeting, certified by the Secretary and shall be transmitted by him or her by post to the individual concerned if he or she is not present at that meeting.

12.1.2 Termination of Office, Resignation, etc

12.1.2.1 The Council shall have power, if in its uncontrolled discretion it thinks fit, to terminate the appointment of any Trustee and to appoint another in his or her place.

12.1.2.2 Any Trustee shall be entitled to resign his or her appointment in writing for reasons acceptable to the Council.

12.1.2.3 The termination of appointment or resignation of any Trustee shall take effect from the date of the meeting at which such appointment is terminated or such resignation is accepted, and evidence of such termination of appointment or acceptance of such resignation shall be an excerpt from the Minutes of that meeting, certified by the Secretary, and shall be transmitted by him or her by post to the individual concerned if he or she is not present at that meeting.

12.1.3 Powers and Liabilities

12.1.3.1 The Trustees of the Organization shall act entirely and solely on the instructions of the Council and by authority of a Resolution passed at a duly constituted meeting of the Council. Any Trustee failing to act under instructions from the Council or acting out with its authority shall be personally liable for any loss or damage resulting from his or her failure to act or from his or her unauthorised actings.

13. OFFICERS

- 13.1 A Bard(s) and / or an Official (s) may be appointed by and at the discretion of the Council.
- 13.2 In the event, however, of a vacancy occurring in the office of General Secretary, Treasurer etc, the Council shall have power to make an interim appointment or to co-opt a Member of the Organization to fill the vacancy, subject always to confirmation of such appointment or co-option by the Organization at the first succeeding General Meeting.

14. FUNCTIONS OF THE OFFICE-BEARERS

14.1 The President / Chairperson

The President / Chairperson shall:

- 14.1.1 Preside over all meetings;
- 14.1.2 Convene for executive meetings;
- 14.1.3 Co-ordinate the work of his/her executive members and the committees/forums;
- 14.1.4 **Approve expenditure amount as approved by the Council;**
- 14.1.5 Have casting vote in the event of a tie;

14.2 The Deputy President / Chairperson

- 14.2.1 The Deputy President / Chairperson shall perform the functions of the Chairperson in the absence of the latter. He/she shall also perform any other duties as may be assigned to him/her from time to time by the Chairperson.

14.3 The General Secretary / Secretary

The General Secretary / Secretary shall:

- 14.3.1 Notify Members of meetings of the organization;
- 14.3.2 Prepare the agenda for all meetings in consultation with the chairperson;
- 14.3.3 Record the proceedings of all meetings of the organization;
- 14.3.4 Maintain all correspondence of the organization;
- 14.3.5 Keep all secretarial documents of the organization;
- 14.3.6 **Maintain an Account as per Council approval;**

14.4 The Deputy General Secretary / Secretary

14.4.1 The Deputy General Secretary / Secretary shall assist the General Secretary / Secretary and perform his duties in the latter's absence. He/she shall also perform other duties as may be assigned to him/her from time to time by the General Secretary / Secretary.

14.5 The General Treasurer / Treasurer

The treasurer shall:

14.5.1 Deposit the Organization's money into Bank account within 48 working hours;

14.5.2 Counter-sign all vouchers authorized by the chairperson;

14.5.3 Keep his/her records and make them available on demand by the Auditor(s) or any authorized person(s);

14.5.4 Render financial statement to the General Council at the end of every year;

14.6 Media Liaison Officer / Spokes Person

14.6.1 Liaise the Clan to all types of media. Communicate issues of the Organisations to the media. Represent the Organization at the events/functions of the Organization and members.

14.7 Auditor / Editor / Webmaster

14.7.1 Audit/Edit all official documents of the clan before published/distributed and including the websites and related.

14.8 Historian/Researcher

14.8.1 Do and keep the research about the clan origin and all necessary information relevant to the clan.

15. ADMINISTRATION

15.1 Duties of the Council

15.1.1 In addition to the duties of the Council specified elsewhere in this Constitution and the general control of the business of the Organisation by the Council, the Council shall in particular discharge the following duties:

15.1.1.1 the general oversight and promotion of the Clan interests;

15.1.1.2 the fostering of the collection, preservation and preparation of historical material;

15.1.1.3 the forwarding of the Organisation's general purposes

15.2 Powers of the Council

- 15.2.1 In addition to the powers of the Council specified elsewhere in this Constitution the Council shall have power from time to time to make, add to or alter the Rules of the Organisation;
- 15.2.2 In the name of the Organization to incorporate companies or to participate in companies the objectives of which relate directly or indirectly to the objectives of the Organization;
- 15.2.3 To lend or to lease any asset of the Organisation in furtherance of the objectives of the Organization on such terms and conditions as the Council may consider appropriate.
- 15.2.4 To award to any of the Office-bearers from time to time such honorarium or remuneration as it thinks fit;
- 15.2.5 To make, add to or alter such Rules as it may consider necessary in connection with and appoint Committees / Forums to deal with Finance, Membership, Publications, etc, or any special Fund instituted or which may be instituted. Such Committees / Forums may be formed either from among the members of the Council or in conjunction with such other Members of the Organization as it may deem expedient.
- 15.2.6 To oversee the functions and activities of the Organs;

15.3 Conduct of Business

- 15.3.1 The business of the Organization shall be conducted by the Office-bearers under the control of the Council.

15.4 General Secretary / Secretary and General Treasure / Treasurer

- 15.4.1 The General Secretary / Secretary and the General Treasure / Treasurer shall each act under the direction and control of the Council and in accordance with any Rules which the Council may make with regard to their duties, the General Secretary / Secretary transacting all the ordinary business of the Organization and the Treasurer receiving all monies due to and disbursing all monies due by the Organization.

15.5 Property, Funds and Accounts

- 15.5.1 The Treasurer shall keep an exact account of his or her intromissions with the property or funds of the Organization and shall arrange for the preparation of a Statement of Accounts and Balance Sheet as at 31 December in each year or when instructed to do so by the Council, in every case as soon as possible thereafter and shall submit the same, duly audited by the Organization's Auditor or Auditors, to the next Annual General Meeting of the Organization.

15.6 Bank Account

- 15.6.1 The Funds of the Organization shall be lodged with such Bank or Banks as may be approved of from time to time by the Council in the name of **Lesufi Clan** (Organization) and the Bank Accounts of the Organization shall be operated on by monies drawn by the Treasurer.
- 15.6.2 The Organization may have variety of bank accounts for different purpose.
- 15.6.3 The Organization shall have an investment account which shall be mainly for the trust.
- 15.6.4 The Organs of the Organization shall have their own independent bank account.

15.7 Revenue

- 15.7.1 The Ordinary Revenue of the Organization shall be applied in defraying all necessary expenses of and outlays incurred by the Organization and towards the general objectives of the Organization, or any of them, in such amount or to such extent as the Council may decide. The Extraordinary Revenue derived from Life subscriptions, legacies and donations shall, as far as possible, be added to the Capital Funds of the Organization or applied to such extent as the Council may from time to time determine in supplement of the Ordinary Revenue.
- 15.7.2 Membership Subscriptions shall, as far as possible, be added to the Capital Funds of the Organization or applied to such extent as the Council may from time to time determine in supplement of the Ordinary Revenue.
- 15.7.3 The Legacies and inheritances etc, of the Organisation shall, as far as possible, be added to the heritage nests to raise Capital Funds of the Organization or applied to such extent as the Council may from time to time determine in supplement of the Revenue.
- 15.7.4 The external (by external public and private) and internal (by members) Donations shall, be added to the Capital Funds of the Organization or applied to such extent as the Council may from time to time determine in supplement of the Ordinary Revenue.
- 15.7.5 The Council may decide to request the members to donate any amounts, amounts determined by Council or request members or branches to donate amounts for any specific event(s) or to generate the Revenue of the Organization.

15.8 Investments

15.8.1 Any surplus or accumulated funds of the Organization shall be invested by the Council in any investments competent to gratuitous trustees by statute or at common law and shall be held for the Organization in the name of or to the order of the Trustees of the Organization. No investment shall be made or varied except by direction of the Council.

15.9 Heritable and Moveable Property

15.9.1 Any heritable or moveable property belonging or which may belong to the Organization shall be held in the name of the Trustees of the Organization.

15.10 Donations and Legacies

15.10.1 Donations or legacies may be given or bequeathed for the purpose of the Organization generally, or may bear the donor's name, or may be devised for a special purpose or objective. All gifts or bequests should be made in the name of or payable to "The Trustees of the **Lesufi Clan** (Organization)".

16. CHARITABLE FUNDS, AND RELATED

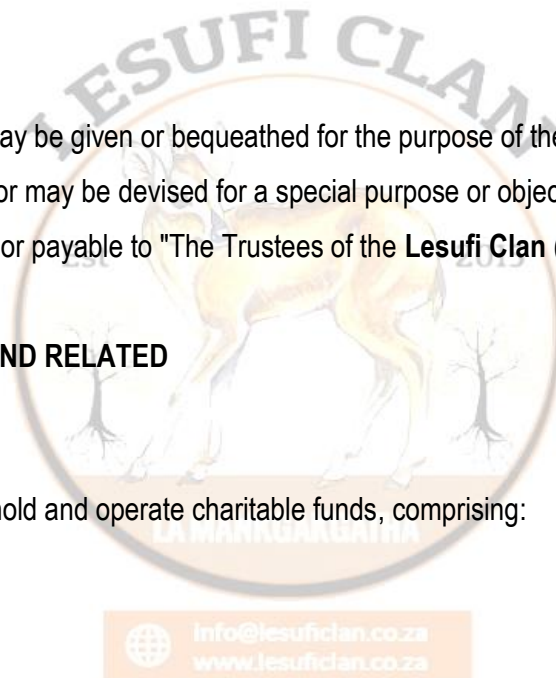
16.1 Charitable Funds

The Organization shall hold and operate charitable funds, comprising:

16.1.1 The Benevolent Fund

16.1.2 The Education Fund

16.1.3 The Restoration Fund



16.2 Contributions

16.2.1 All charitable contributions, donations and bequests which may be received by the Organization for benevolent or educational purposes or for the restoration shall, excepting such as may be specially directed by the donors to be treated as Revenue, be placed to the credit of the Capital of the Benevolent Fund, the Education Fund or the Restoration and Maintenance Fund, whichever is appropriate.

16.3 The Benevolent Fund

16.3.1 The Revenue and, at the sole discretion of the Council, any part or the whole of the Capital of the

Benevolent Fund shall be applied solely for charitable and benevolent purposes in the following circumstances and in the following order of preference:

- 16.3.1.1 in the assistance of Members of the Organization, their widows or widowers, husbands or wives, children or dependants who may be in necessitous circumstances and that either by periodical allowances in cash or kind or by donations to assist them in any particular way;
- 16.3.1.2 in similarly assisting in like circumstances other persons eligible for membership of the Organization, their husbands, wives, widows, widowers, children or dependants;
- 16.3.1.3 in similarly assisting in like circumstances any other persons, whether or not they are Members of the Organization, or eligible as Members of the Organization, their husbands, wives, widows, widowers, children or dependants; and
- 16.3.1.4 as a contribution to the funds of any local or national organisation or fund for the relief of human distress or suffering.

16.4 The Education Fund

16.4.1 The Revenue and, at the sole discretion of the Council, any part or the whole of the Capital of the Education Fund shall be applied solely for charitable and educational purposes in the following circumstances and in the following order of preference:

- 16.4.1.1 in the assistance of Members of the organization, their widows or widowers, husbands or wives, children or dependants who may be in educationally necessitous circumstances and that either by periodical allowances in cash or kind or by donations to assist them in any particular educational way;
- 16.4.1.2 in similarly assisting in like circumstances other persons eligible for membership of the Organization, their husbands, wives, widows, widowers, children or dependants;
- 16.4.1.3 in similarly assisting in like circumstances any other persons, whether or not they are Members of the Organization, or eligible as Members of the Association, their husbands, wives, widows, widowers, children or dependants; and
- 16.4.1.4 as a contribution to the funds of any local or national organisation or fund for the charitable provision of education of any kind.

16.5 The Restoration Fund

16.5.1 The Revenue and, at the sole discretion of the Council, any part or the whole of the Capital of the Restoration Fund shall be applied solely for the Restorations.

16.6 Application of Annual Revenue

16.6.1 Any surplus Revenue remaining unapplied in each such Fund shall accumulate to the Revenue of that particular Fund and shall be applied by the Council in the following year or years to the foregoing charitable purposes, whether or not written applications for assistance have been received.

16.7 Determination of Applications

16.7.1 Necessitous cases shall be dealt with in private by the Council on the report of the Committee / Forum, if any, appointed to administer the said Funds. Appeals for assistance from any such Fund should be communicated to the General Secretary of the Organization, preferably in the form of a written application disclosing fully the circumstances of the party concerned.

16.7.2 As soon as he or she is satisfied that he or she has been supplied with sufficient evidence or information to warrant consideration of any deserving case or cases, the General Secretary shall call a meeting of the Committee / Forum, if any, appointed for the administration of the Funds, or a meeting of the Council, or shall follow such procedure as the Council may lay down to ensure prompt consideration of such cases.

16.7.3 Membership of the Organization shall not confer any right or title to benefit from any such Fund.

16.8 Winding Up

16.8.1 Upon the winding up or dissolution of any of such charitable funds, its assets after satisfaction of its debts and liabilities shall not be paid or distributed to the Organization or to its Members or returned to the donors but shall be transferred to such other charitable company, trust, association or other body having objectives similar to the objectives of the charitable fund in question, as the Council may in its sole discretion determine.

17. FINANCE

17.1 The Organization shall raise its funds from membership fees; monthly dues, special levies, fines, donations to the organization and proceeds from fund-raising activities etc.

17.2 **Membership fee shall be R20.00, and shall be reviewable at any time agreed by members in the Senate.**

17.3 Members can voluntarily donate funds to the organization at any given time.

17.4 Special levies for activities shall be agreed upon by members as the need arises.

17.5 In the event of undue hardship, membership fee shall be waived by the council.

17.6 No member shall be entitled to refund of any money contributed to the organization in any form except such money has been over paid.

17.7 The organization shall operate an account with any Bank as may be decided by the whole Council.

- 17.8 **The Executive Council shall approve expenditure of any amount from the organization's account that shall be pre-approved by the Council.**
- 17.9 There shall be three (3) signatories to the organization's Bank accounts.
- 17.10 The following shall be signatories to the organization's accounts.
- 17.11 The President / Chairperson (alternate)
- 17.12 The General Secretary / Secretary (alternate)
- 17.13 The General Treasurer / Treasurer (permanent)
- 17.14 General Treasurer / Treasurer and any signatory can effect withdrawals.

18. BENEFITS TO MEMBERS

- 18.1 Only good standing members shall benefit from the organization.
- 18.2 A special contribution shall be levied on members from time to time to assist any member who officially invites the organization to a function or requires such assistance from the organization.
- 18.3 Such functions shall include marriages, naming ceremonies and burial of deceased members and members' immediate relations which shall include father, mother, wife and husband.
- 18.4 All members of the organization shall endeavour to attend such functions.
- 18.5 Any member who fails to pay any fees / amounts shall be deemed to have contravened code of conduct of the organization.
- 18.6 The organization shall support any member who loses any of his/her parents / guardians, siblings and children.
- 18.7 Members may make voluntary donation in aid of the family of the deceased.
- 18.8 The organization shall give moral assistance to any member in Police custody/Hospital or any other problem that deserves such assistance. However, the level of assistance shall be determined by the organization.

19. OTHER ACTIVITIES OF THE ORGANIZATION

- 19.1 The organization shall organize some fund-raising social activities from time to time in pursuance to **Clause 17** of this constitution.
- 19.2 The organization shall organize heritage event every year on its established month, i.e September, or within.

20. DISCIPLINE

- 20.1 All members, without exception, shall abide by this Constitution.

- 20.2 Disciplinary proceedings against a member shall be confined to violations of this Constitution, Rules, Standing Orders, Codes of Conduct, etc, and as so determined by the National Executive Council.
- 20.3 An Ad-hoc Disciplinary Committee shall be set up by the organization as and when necessary.
- 20.4 The Disciplinary committee shall have a right to recommend the dismissal of any member to the General Council in extreme cases of gross indiscipline and misconduct.
- 20.5 Example of the offences that warrant the disciplinary proceedings are:
- 20.5.1 Creating division within Organization;
- 20.5.2 Sowing racism, sexism, tribalism, regionalism or any form of discrimination to the members and any others;
- 20.5.3 Impeding the activities of the Organization;
- 20.5.4 Participating in activities that may results in bringing the Organization in disrepute and division.
- 20.5.5 Destruction of the assets of the Organization;
- 20.5.6 Engaging in sexual / physical abuse of women or children and obtain sexual or any other undue advantage from members.
- 20.5.7 Misappropriating the funds of the Organization;
- 20.5.8 Engaging if gender discrimination.
- 20.6 Lateness to meeting, noise making at meeting, absence from meeting without excuse, fighting during meeting, disobedience and drunkenness to/at meetings and at any social gatherings, constitute acts of ill-discipline and shall attract disciplinary measures.
- 20.7 Absence from meeting without formal apology shall attract a fine of to be determined by Council.
- 20.8 Fighting/drunkenness/misbehaviour during meeting or at a any gathering involving the organization shall be referred to the disciplinary committee;

21. ALTERATION TO CONSTITUTION

- 21.1 No alteration or addition to this Constitution shall be made except by a majority of the Members present and possessing a right to vote and voting at any Annual General, Special or Extraordinary Meeting, provided always that the procedure hereinafter laid down has been duly complied with.
- 21.2 All proposals for such alteration or additions shall either emanate from the Council or from Branches not less than two-third (2/3) of the Organization branches. In the latter case the proposal shall be submitted through the General Secretary of the Organization to the Council with a reasonable but short note of the considerations which have influenced the movers.
- 21.3 After having given preliminary consideration, and in any event when it emanates from itself, the Council shall remit the proposal along with their recommendations thereon to the Secretary of every Branch of the Organization. If within one month thereafter the General Secretary of the Organization does not receive

specific objections thereto, the matter shall be put before the Annual General, Special or Extraordinary Meeting with the Council's recommendations and be voted upon.

- 21.4 If on the other hand within the said time specific objections are put before the Council as aforesaid it may direct that the matter shall lie over till the next Annual General Meeting or till a Special or Extraordinary Meeting be convened in accordance with this Constitution. In the interval thus allowed it shall be open to the NExCo or BExCo of any Branch to take such resolution thereupon or to make such alternative recommendations to the Council for its further consideration as they think fit.

22. DISSOLUTION OF THE EXECUTIVE COUNCIL AND ORGANIZATION

22.1 The executive council shall be dissolved under the following conditions:

22.1.1 At the end of its tenure;

22.1.2 Failure to carry out its functions and objectives, and if up to two-third (2/3) of the all members of the organization vote for its dissolution.

22.2 In the event of the dissolution of **Lesufi Clan** (Organization) the following rules shall apply:

22.2.1 All debts shall be settled;

22.2.2 All other outstanding assets shall be donated to charitable organizations.

23. ORGANS OF THE CLAN

The Organization shall, with time, formulate and establish the organs of any type as and when required by interest of the members.

23.1 Society, Funeral Cover and Health Aids

23.1.1 The Organization observed that individual members and families' members and families:

23.1.1.1 Having realized the frustrations of death that as a society we are unable to get used to;

23.1.1.2 Cognisant of our family back rounds;

23.1.1.3 Having realized the need to help one another in times of death that is moving faster;

23.1.1.4 Cognisant of our culture as black people;

23.1.2 Having gathered together and declare that:

23.1.2.1 We are unable to carry the burden of burial of our beloved ones as individuals;

23.1.2.2 We need to come together and fold ourselves as a unit to wipe tears of another in times of distress such as death;

23.1.2.3 We, together, shall make it.

- 23.1.3 In pursuit of the above, the organisation resolved to establish club in the form of a Burial Society whose purpose shall only be a helping hand to bury our beloved ones.
- 23.1.4 The organization agreed to name the Burial Society as "**Lesufi Clan Funeral Cover**".
- 23.1.5 The aims and objectives of Lesufi Clan Funeral Cover shall be:
- 23.1.5.1 To create a Burial Society to assist one another in times of bereavement;
- 23.1.5.2 To work towards uniformity in burying our loved ones;
- 23.1.5.3 To offer proper last respect and dignity to those left in the form of death;
- 23.1.5.4 To create an account with a financial institution into which monthly contributions will be deposited consecutively each month/year and to be redeemed in times of death;
- 23.1.5.5 To regulate the manner in which such monthly contributions will be redeemed and or forfeited on inconsistencies upon deposits;
- 23.1.5.6 To assist one another with physical and financial support in order to make less the burden caused by the untimely deaths in our families;
- 23.1.5.7 To create control measures on joining, staying as a member and termination or withdrawal of membership;
- 23.1.5.8 To create timeframes upon which help in terms of death shall be offered;
- 23.1.5.9 To ensure decent burial shall befit the monthly contributions made consecutively by members;
- 23.1.5.10 To establish committees that will be responsible for the day-to-day administration of the society;
- 23.1.5.11 To establish policies that will regulate payouts and stipends for those holding office on administrative basis;
- 23.1.6 The functions and powers of Lesufi Clan Funeral Cover Committee shall be:
- 23.1.6.1 To determine from time to time an amount that is acceptable to be a monthly/yearly contribution.
- 23.1.7 To establish a Board of Legal Advisors which will:
- 23.1.7.1 Draft policies of the Society;
- 23.1.7.2 Revise such policies from time to time to suite the best needs of the members;
- 23.1.7.3 Confirm that there is compliance with policies and contributions;
- 23.1.7.4 Have a final say on acceptance and declination of claims of members;
- 23.1.7.5 Appear in all forums of Legal issues;
- 23.1.7.6 Administer the process of Disciplinary Actions against any member who is an office bearer and conducts him/her self in contravention of the constitution and policies of the organization;
- 23.1.7.7 To validate or ratify co-options of office bearers preceding the ones elected;
- 23.1.7.8 To strive at all times to cover the funeral costs of a member in line with his or her contributions as far as possible;
- 23.1.7.9 To outsource services of funerals to capacitated service providers of their choice;
- 23.1.8 The Liabilities of the Members shall be as follows:

- 23.1.8.1 Members are liable for their monthly contributions;
- 23.1.8.2 Members who default payment for six months or more shall forfeit their funeral benefit in full and shall have no claim whatsoever against Society including refund of their contributions already made (even if the six months are not consecutive);
- 23.1.8.3 ***Member who is on arrears of six months shall not settle immediately and claim but rather will be covered for claims of six months after settling the arrears on default, thus his/her forfeited right to claim will only be reinstated for further claims falling within the next six months from date of payment;***
- 23.1.8.4 Member who relocates but continues to pay his/her monthly contributions will be deemed to be in good standing for as long as there are no defaults;
- 23.1.8.5 Member has a duty to report death immediately or soon before three (3) days preceding the burial;
- 23.1.8.6 Member is liable to provide a list of family members together with copies of their ID documents;
- 23.1.8.7 Member is liable to disclose the full details of extended family members wished to be covered and be willing to pay an extra amount for such members.
- The Termination of Membership shall be as follows:
- 23.1.9.1 A member shall be deemed to have terminated his/her membership if he stays in default for six monthly contributions or more;
- 23.1.9.2 A member shall be deemed to have terminated his/her membership if he served three calendar month notice stating his/her withdrawal of membership;
- 23.1.9.3 A member shall be deemed to have been terminated if due to his/her conduct, Organization serves him/her with Notice of Termination of membership;
- 23.1.10 The Payment of Claims and Rendering a Service shall be as follows:
- 23.1.10.1 Society shall settle all financial claims of members on good standing within forty-eight (48) hours of notification;
- 23.1.10.2 Society shall refer all disputed claims to the Board of Legal Advisors for review or for confirmation of cause of concern;
- 23.1.10.3 Such referrals shall be determined by the legal Board as a matter of urgency and be finalised within twenty-one (21) days from date of referral;
- 23.1.10.4 Society shall establish a policy and forms on how to lodge claims by members to be attached;
- 23.1.10.5 Member shall be illegible to claim after three months waiting period;
- 23.1.10.6 Members shall be furnished with a copy of Terms and Conditions / a Policy of the Society;
- 23.1.11 The Society shall affiliate or be a member to any approved financial institution, and shall associate with other organisations that have compatible and mutually supportive objectives.

- 23.1.12 The Membership of the Society shall be open to any individual member of Lesufi Clan showing genuine interest in the Society's objectives.
- 23.1.13 The Membership Subscriptions shall be payable at a time and rate determined by the Society's Executive Committee subject to the approval at the Annual General Meeting (AGM).
- 23.1.14 The Society's Executive Committee may withdraw membership from members whose activities are considered prejudicial to the Society. A suspended member has a right of appeal at an Annual or Extraordinary General Meeting.
- 23.1.15 The Society shall be administered by an Executive Committee consisting of up to five(5) members, including a Chairman, Secretary and Treasurer. A quorum shall be three (3) members.
- 23.1.16 The members of the Executive Committee shall be nominated or co-opted by Lesufi Clan National Council.
- 23.1.17 Only fully paid-up members of the Society may vote at a Meetings of the Society.
- 23.1.18 The National Senate shall appoint an individual to independently examine the Society's accounts at the end of the Society's financial years.
- 23.1.19 Society may be dissolved only at General Meeting of Lesufi Clan, called for the purpose, by a resolution supported by three-quarters (3/4) of those present. The resolution must specify the disposal of the Society's collections and other assets after debts and liabilities have been settled. This may involve their transfer to an appropriate organisation or institution with objectives compatible with those of the Society.
- 23.1.20 The policy of the Society shall be appended to this constitution as Annexure.

23.2 Sports, Arts and Culture

- 23.2.1 The Organization shall formulate/establish the Organs in which the Sports, Arts and Cultural activities shall be performed/practised. Example of these Organs are, Cultural Dances, Arts activities, Netball, Football, Baseball, Softball, Athletics, Tennis ball, Volleyball, Cricket, Rugby, etc.
- 23.2.2 These formulated /established Organs of Organization shall function as an autonomous body within the Organization.
- 23.2.3 The Organization shall be the founding member of the Organs.
- 23.2.4 The Organs shall have their own bank account and shall be able to raise the funds independently.
- 23.2.5 The Organs shall have their own committee(s) elected by their registered members.
- 23.2.6 The National Council shall co-opt one or more of Its executive committee member(s) to form part of executive committee of Organs.
- 23.2.7 Only registered members of the Organs shall be nominated to stand for the position(s) of the Organs' committees.

- 23.2.8 All members of the Organization shall be automatic supporter members of these organs, but shall not have voting rights, unless are registered members of the organs.
- 23.2.9 Public individuals who are not members of the Organization shall be allowed to register as members of the Organs on conditions to be stipulated in the constitutions and policies of the Organ. The executive committee of the Organs to facilities the recommendations of these individuals to the National Council of the Organization.
- 23.2.10 The organs shall:
- 23.2.10.1 have their registered members and supporters who shall have the voting rights at the meetings of the organs;
 - 23.2.10.2 have the structure of executive committee(s) relevant to their purpose;
 - 23.2.10.3 provide regular reports and updates to the Organization with on activities, actions and decisions via their executive committees;
 - 23.2.10.4 not take any decisions and actions that may put the Organization in disrepute;
 - 23.2.10.5 formulate their own Constitution, Code of Conduct, etc, with the assistant and support of the Organization;
 - 23.2.10.6 have their own independent bank account that shall be opened and managed by their committees, and shall be overseen by the Organization.
- 23.2.11 The Organization shall oversee the activities of the organs, and provide necessary support.
- 23.2.12 The constitutions and policies of the Organs of the Organization shall be appended to this constitution as Annexures.

24. INDEMNIFICATION OF MEMBERS

- 24.1 The executive and standing committee members shall be indemnified by the Organization against all proceedings, whether civil or criminal, and costs and expenses incurred by reason of any act or omission, done in good faith and in accordance with this Constitution in performance of their duties on behalf of Organization and they are not personally liable for any of the debts of the Organization.

25. FUNDS RAISING AND DONATIONS

The funds raising and donations shall be made mainly to improve the financial status of the Organizations, investments and projects. The donations shall be made, and not be limited to be made:

25.1 By the Organization

- 25.1.1 The Organization may organise the events and functions at any given date, with the aim of raising funds.
- 25.1.2 For these events/functions, the Organization shall appoint Ad-hoc committee to arrange such. The General Treasurer of the Organization shall be part of this Ad-hoc committee.

25.1.3 The funds raised in these events shall be invested in the trust, with some for capital funds.

25.1.4 The funds raising events and functions shall be initiated by the National Council and approved in the General Meeting of the Organization.

25.2 By Branches

25.2.1 The branches shall be allowed to raise funds and seek donations for the Organization.

25.2.2 The branches shall be allowed to raise funds for their own use for particular function/event.

25.2.3 The branches shall not be allowed to have their permanent account, and shall only be allowed to have an account or use any individual member account provided that the reasons for that particular account are valid. This shall be necessitated and approved by National Council. **Branches are not allowed to have a bank account with the name of the organization.**

25.2.4 All branches shall be required to raise funds for donation of branch member's functions, either for parties, weddings, bereavement etc. The donation amounts shall be determined by the branch members in the branch general meetings, and National Council shall be privileged with such arrangements.

25.3 By members

25.3.1 The National Council may at any given time, request the members to contribute in a form of donations for funds raising of any particular function/event or for Organizational capital funds. This request of contribution may also be in the form of branch.

25.3.2 The Organization encourages the members to contribute in the form of donation, any amount or asset to the Organization.

25.4 By External Individuals, Companies and Institutions

25.4.1 The Organization shall, through National Executive Council, timeously acquire the donations from external sources.

25.4.2 The donations acquired by the Organization shall be utilised for investments, capital funds, functions/events or for projects, depending on the conditions of the donors.

25.4.3 Branches and Individual members shall, on permission be National Executive Council (NExCo), apply for donations from external sources.

25.4.4 Individual Members or Branches which bring external donations in a form of projects shall be entitled to a 5% commission of the project. The 5% commission shall depend on the amount to be generated from the project and should the project be of the amount with no live project, the commission shall be determined by NExCo with the particular member or branch.

25.4.5 Donations and other contributions to the Organization on approval by NExCo shall be received and a tax donation certificate is to be issued on receipt of such contributions and donations.

26. ANNEXURES

26.1 **Annexure A : History of the Origin of Lesufi Family**

26.2 **Annexure B : History of the Birth Sequence of the Lesufi Family**

26.3 **Annexure C : Poem(s) / Poetry of the Lesufi Family**

26.4 **Annexure D : Organ of the Organization “Lesufi Clan Funeral Cover Policy”**

26.5 **Annexure E : Organ of the Organization “Dithamaga Football Club Constitution”**

27. ACKNOWLEDGEMENT

27.1 The following members are hereby be acknowledged for contribution of drafting the first draft of the constitution of the Organization. And these members happened to be the Co-Founders of the Clan.

27.1.1 Tau Morris Lesufi (Notlo)

27.1.2 Makgalane Barnet Lesufi (Repo)

27.1.3 Phako Dannis Lesufi (Nape)

27.1.4 Ngwanamonyane Kabelo Lesufi (Morwakoma)

27.1.5 Modienyane Watkins Lesufi (Monare)

27.1.6 Mashwahle Jackson Lesufi/Tladi (Notlo)

27.1.7 Mahlabane Sydney Lesufi (Malope)

27.1.8 Sekgweng Fanta Lesufi (Notlo)

