

CONSTITUTION OF THE AFRICA SCOUT REGION

ARTICLE I: Title, Membership, Organs and Purpose

1. Pursuant to the Constitution of the World Organization of the Scout Movement, the Africa Scout Region is hereby established.
2. Membership in the Africa Scout Region is open to each National Scout Organization, whether a single association or a federation, in Africa south of the Sahara and the islands (hereinafter called the Africa Region) which is a recognized member of the World Organization of the Scout Movement and duly registered with the World Scout Bureau.
3. The Africa Scout Region shall be composed of the following organs:
 - a) The Africa Scout Conference (hereinafter called the Africa Conference) comprising all the members of the Africa Scout Region.
 - b) The Africa Scout Committee hereinafter called the Africa Scout Committee), duly elected by the Africa Scout Conference.
 - c) The Africa Regional Office of the World Scout Bureau (hereinafter called the Africa Regional Office) directed by a Regional Director.
 - d) The Africa Scout Foundation as an independent body accumulating funds for the development of Scouting in Africa.
4. The purpose of the Africa Scout Region is to assist the World Organization in fostering the Scout Movement in the Africa Region in accordance with the purpose, principles and method of the Scout Movement as defined by the Constitution of the World Organization.

THE AFRICA SCOUT CONFERENCE

ARTICLE II: Composition

1. Each Member Organization of the Africa Scout Region is entitled to send to the Africa Conference not more than six delegates and a number of observers to be determined in agreement with the organizing committee.
2. Each National Scout Organization in the Africa Region which is not recognized as a member of the World Organization of the Scout Movement, but which has been granted the status of an Accredited National Scout Organization by the World Committee in accordance with Article V, paragraphs 7 and 8 of the Constitution of the World Organization, may be represented at the Africa Conference by a maximum of two delegates and two observers with the right of voice but not of vote. Accredited National Scout Organizations will have the rights and obligations determined by the World Scout Conference and the World Scout Committee.
3. Each branch Scout Organization in the Africa Region of a recognized member of the World Organization in another region may be invited by the Africa Scout Committee to send observers to the meetings of the Africa Conference.
4.
 - a) A branch Scout Organization in the Africa Region of a recognized member of the World Organization in another region may be granted associate membership status in the Africa Conference by the Africa Scout Committee in agreement with the World Scout Bureau.
 - b) An associate Member Organization shall be entitled to send not more than six delegates to the meetings of the Africa Conference and shall have all the rights and privileges accorded to Member Organizations, except the right to nominate candidates or to have its members nominated to the Africa Scout Committee.
5. Each delegate or observer shall be a recognized member of good standing in the Scout

Organization to which he belongs, and be duly certified in such capacity, by the responsible Scout Committee or Scout official of his organization.

6. Other organizations may be invited by the Africa Scout Committee to send guests to the meetings of the Africa Conference where their participation is judged to be of benefit to the objectives of the Conference

ARTICLE III: Functions

The functions of the Africa Conference shall be:

1. To further the Scout Movement within the Africa Region by promoting the spirit of brotherhood, cooperation and mutual assistance amongst Scout Organizations in the Africa Region.
2. To ensure the proper implementation of the decisions and policies of the World Organization which affect the Africa Region.
3. To exercise such other functions as are provided for in this Constitution.

ARTICLE IV: Meetings and Procedure

1. The Africa Conference shall be held every three years at such time and place as may be designated or arranged by the Conference itself during its sessions or by the Africa Scout Committee.
2. An extraordinary meeting of the Conference may be called on the decision of the Africa Scout Committee or at the request of not less than one third of the Member Organizations.
3. The presence of half of the total number of Member Organizations of the Africa Scout Region shall constitute a quorum for any meeting of the Africa Scout Conference.
4. Voting at any meeting of the Africa Conference shall be by Member Organizations each having six votes. Except as provided for under Article XI, paragraph 2, of this Constitution, resolutions shall be taken by a simple majority of the votes cast.
5. A Member Organization which forfeits the right to vote at a meeting of the World Scout Conference under Article XI, paragraph 5, of the Constitution of the World Organization shall also be excluded from voting at the Africa Scout Conference.
6. The procedure applied within the Africa Scout Conference is set out in the Rules of Procedure.

ARTICLE V: Programme, Organization and Conference Fee

1. The Africa Scout Conference programme shall be prepared by the Africa Scout Committee giving consideration to suggestions from Member Organizations and the World Scout Committee.
2. An organizing Committee and a secretariat for the Africa Scout Conference shall be formed jointly by the host Member Organization and the Africa Regional Office, and shall assist the Africa Scout Committee in promoting and carrying out the Conference.
3. The secretariat shall perform the administrative work for the Conference such as the general correspondence, physical arrangements, programme management, recording and documentation of Conference proceedings and promotion.

4. The host Member Organization shall, through the organizing committee, charge a conference fee to each delegate or observer to cover expenses for the Conference.

THE AFRICA SCOUT COMMITTEE

ARTICLE VI: Africa Scout Committee Composition, Term of Office and Election of Members

1.
 - a) The Africa Scout Committee shall consist of eight persons from recognized Member Organizations in the Africa Region who shall be elected by the Africa Scout Conference by secret ballot and shall hold office for a term of six years or up to the respective conference.
 - b) Under no circumstances shall more than one member from the same National Scout Organization serve on the committee at any period of time.
 - c) A retiring member of the Africa Scout Committee may only be eligible for re-election after a lapse of three years. This restriction shall not apply to a member who has been elected or co-opted to fill a vacancy and who may be eligible for immediate re-election.
 - d) To become a member of the Africa Scout Committee:
 - The candidate must have been nominated by his National Scout Organization.
 - The National Scout Organization nominating a candidate for election to the committee must be in order with its annual membership fee in its entirety.
2.
 - a) Four members of the Africa Scout Committee shall retire at each Africa Conference and they shall be replaced by four other members.
 - b) In the interval between the meetings of the Africa Scout Conference, in case of death or resignation of one or many members, the Africa Scout Committee may (accept resignations and) fill vacancies in its membership until the next meeting of the Africa Conference.
 - c) A candidate who was the runner-up in the last election may be co-opted as a result of the death, resignation or suspension of a member of the committee or for any other motive, to complete the mandate and term to be served by the said member. However, this co-optation does not prevent the co-opted member to run for election at the end of his term.
 - d) The committee may suspend a member who is absent for two consecutive meetings without valid reasons acceptable to the committee or when he is no longer a member of a recognized Member Organization. The next conference shall decide on the suspension.
3.
 - a) The Africa Regional Office shall notify all Member Organizations of the Africa Scout Region of the expiration of the term of office of members concerned and shall invite each Member Organization to submit its nominations for membership in the Africa Scout Committee six months before each meeting of the Africa Scout Conference.
 - b) The nomination of a candidate for election to the Africa Scout Committee shall be made or endorsed by his own Member Organization. Nominations for candidates to the Africa Scout Committee shall reach the Africa Regional Office in writing not later than eight weeks before the opening date of the Africa Scout Conference, by which date the list of nominations shall be closed.
 - c) The list of candidates shall be sent by the Africa Regional Office to every Member Organization before the Africa Scout Conference.

ARTICLE VII: Functions

The Africa Scout Committee shall have the following functions:

1. To promote Scouting in the Africa Region.

2. To implement the resolutions of the World Scout Conference, the World Scout Committee and the Africa Scout Conference, and to act on behalf of the Africa Scout Conference in between its meetings.
3. To act as an advisory body to the World Committee.
4. To act as an advisory body to Member Organizations requiring advice and assistance.
5. To serve as a steering committee for the Africa Scout Conference or other regional gatherings approved by the World Committee.
6. To promote cooperation and mutual assistance among Member Organizations in the region.
7. To promote good relations in the Africa Region with other youth-focused organizations.
8. Develop strategies to increase the financial resources of the Africa Scout Region.
9. Adopt plans and programmes that may help the development and the promotion of Scouting in Africa.
10. To help resolve conflicts in National Scout Organizations.
11. To exercise such other functions as are provided for in this Constitution.

ARTICLE VIII: Meetings and Procedure

1. a) The Africa Scout Committee shall meet at least twice a year at such time and place as the committee may decide. A review of the achievements for the period and the report of the Regional Director shall be presented to the meeting.
b) All notices of the meetings of the Africa Scout Committee shall be mailed or sent through other appropriate means of communication so as to be received by members of the committee, under ordinary conditions, at least three months before the set time. The notice shall include the tentative agenda for the meeting.
2. The presence of four members of the Africa Scout Committee together with the Regional Director or his authorized representative shall constitute a quorum for meetings of the committee.
3. a) Each member of the Africa Scout Committee shall have one vote and resolutions shall be taken by a simple majority of the members present or represented and voting.
b) Members of the Africa Scout Committee may vote at a committee meeting by a proxy given to another member of the committee but no member may accept more than one proxy.
4. The Africa Scout Committee may establish such subsidiary committees or other organs as it deems necessary for the performance of its functions.

ARTICLE IX: Officers

1. a) After each triennial election of members, the Africa Scout Committee shall elect from among its members a chairperson and a vice-chairperson, who shall serve for a term of three years.

- b) Meetings of the committee shall be presided over by the chairperson. In case the latter is not available, they will be presided over by the vice-chairperson.
- c) If the chairperson and vice-chairperson are unable to attend any meeting, the Africa Scout Committee may also elect from its members a presiding officer who shall act pro tempore for these absentee officers.
- d) After each triennial election of members, the Africa Scout Committee shall elect a Treasurer from outside its members who shall serve for a term of three years and may be re-elected, without term limits. The nomination of the Regional Treasurer shall be approved by the World Treasurer. Once elected the Treasurer becomes a member of the Africa Scout Committee without vote with the responsibility of advising both the Committee and the Regional Office on finance matters.
- e) The Regional Director shall serve as Executive Secretary to the Africa Scout Committee without vote.

THE AFRICA REGIONAL OFFICE OF THE WORLD SCOUT BUREAU

ARTICLE X: The Africa Regional Office of the World Scout Bureau

1.
 - a) The Africa Regional Office is a branch of the World Scout Bureau in accordance with Articles XVII, paragraph 2 and XX, paragraph 2.c, of the Constitution of the World Organization of the Scout Movement. The Africa Regional Office shall be directed by the Regional Director and shall comprise such other staff as may be required.
 - b) The Regional Director is appointed by the World Scout Bureau in agreement with the Africa Scout Committee, shall be paid by the World Scout Bureau and shall report to the Secretary-General of the World Organization to whom he shall be responsible and to the Africa Scout Committee.
2. The functions of the Africa Regional Office are:
 - a) To serve as a secretariat of the Africa Scout Region.
 - b) To serve as a secretariat of the World Organization in matters relating to the Africa Region.
 - c) To provide the services necessary for the promotion of the Scout Movement in the Africa Region and to maintain relations with Member Organizations and assist them in the development of Scouting.
3. The financing of the Africa Regional Office shall be determined by the World Scout Committee in consultation with the Africa Scout Committee. The Africa Scout Committee shall endeavour to initiate schemes and plans as needed for financing projects and activities to supplement the budgetary allocation from the World Scout Bureau to the Africa Regional Office.

MISCELLANEOUS PROVISIONS

ARTICLE XI: Languages, Amendments and Interpretation

1. The official languages of the Africa Scout Region are English and French. In the event of a conflict arising out of the interpretation of this Constitution or other official documents of the Africa Scout Region, the English text shall prevail.
2. This Constitution may be amended by the Africa Conference at any of its meetings by a two-thirds majority of the votes cast. Texts of proposed amendments shall be communicated by the Africa Regional Office to all Member Organizations in the Africa

Region, and members of the Africa Scout Committee, at least three months before the time of the meeting of the Africa Conference. Amendments so carried by the Africa Conference shall become effective upon approval by the World Scout Committee.

3. In the event of a conflict between obligations resulting from the Constitution of the World Organization and obligations resulting from this Constitution, the obligations resulting from the Constitution of the World Organization shall prevail.

RULES OF PROCEDURE

The purpose and principles of the Africa Scout Conference and the general conduct of its meetings are specified in the Constitution, and the Africa Scout Committee has the duty of drawing up the regulations and programme of the Africa Scout Conference. In order that these meetings may be dealt with expeditiously and that there may be no misunderstanding as to the methods adopted, the following rules are published for guidance.

PRESIDING OFFICER/CHAIRMAN

1. The presiding officer or chairman for each session of the Africa Scout Conference shall be designated by the Africa Scout Committee. The chairman's ruling shall be final.

QUORUM

2. The presence of half of the total number of Member Organizations of the Africa Scout Region shall constitute a quorum for any meeting of the Africa Scout Conference.

DELEGATES AND OBSERVERS

3. The rule of precedence of delegations is by alphabetical arrangement of Member Countries represented.
4. Conference delegates and observers shall wear the appropriate uniform they wear in their home countries or as prescribed by their respective Scout Organizations.

MEETINGS

5. Under ordinary circumstances, the business sessions of the Conference shall be started and ended within the specified time limit.

LANGUAGES

6. English and French shall be the official languages of the Africa Scout Conference. Other languages may be used if necessary, provided suitable translations are made available.

PROGRAMME

7. The Conference programme shall include the following essential features: reports, study papers, discussion groups, election of the Africa Scout Committee and their investiture, and fellowship activities.
8. Draft copies of the Conference programme shall be sent to Member and Associate Member Scout Organizations, members of the Africa Scout Committee and all others concerned, at least six months before the start of the Conference, for their information and suggestions

VOTING

9. Delegates of Member and Associate Member Organizations of the Africa Scout Region

shall have the right to vote at all business sessions of the Conference.

10. Voting at any meeting of the Conference shall be by Member Organizations, each organization having a maximum of six votes.
11. Observers shall be allowed to participate in the deliberations but they shall not take part in the voting.
12. Voting shall be by ballot or by show of hands as the situation may require.
13. In elections nothing may be entered on the ballot or voting paper except the number of votes cast. The voting paper shall not be signed.
14. Three tellers shall be appointed by the Africa Scout Committee to count the number of votes cast and to announce the results of any vote taken. If any member country wishes to abstain from voting, the paper must be returned marked "ABSTAIN" and any such action shall have no significance in determining the results of the ballot. All voting papers must be returned to the tellers.
15. After the announcement of all election results, the ballot papers shall be destroyed by the tellers who are bound to secrecy, and the number of votes shall not be announced.

STUDY PAPERS

16. In order to afford delegates an opportunity of being informed beforehand by their Member Organizations, the Member Organization opening any important subject for discussion is required to submit the study paper in English or French so as to reach the Africa Regional Office of the World Scout Bureau not later than two months before the opening date of the Conference. If the study is not so received the subject may be dropped from the agenda.

DISCUSSION GROUPS

17. Discussion groups composed of at least three delegates from different Member Organizations shall be organized during the first day of the Africa Scout Conference by the Africa Scout Committee.
18. Each discussion group shall meet separately at such time and place as may be designated by the Conference chairman.
19. Each discussion group shall be identified by a certain numeral topic and shall be under the charge of the group chairman and a rapporteur.
20. Specific topics or subjects shall be discussed by each group and report on the results of the study meeting shall subsequently be submitted at the designated session of the Conference by the group chairman or the group rapporteur.
21. Observers may attend and take part in the discussion groups of their choice.

REMARKS AND SPEECHES

22. In order to give ample opportunity to all who wish to speak on any specific subject, remarks or speeches on the floor shall, except when they relate to study papers, be limited to five minutes for each speaker inclusive of the time taken for translation.
23. Speakers shall give their names and the names of their Member Organizations every time they speak.

RESOLUTIONS

24. Prior to the opening of the Conference, the Africa Scout Committee shall appoint a resolutions committee consisting of at least five members coming from different Member Organizations.
25. All resolutions that are to be presented to the Conference shall first be submitted to the resolutions committee, which shall arrange for their drafting in proper form and for their translation and shall present them at the appropriate session of the Conference.
26. Before any resolution or amendment can be put to the Conference, it must be formally proposed and seconded. Both the proposer and the seconder shall not come from the same Member Organization.
27. Resolutions shall be adopted by a simple majority of votes cast; except for resolutions relating to the amendment of the Constitution (Article XI, paragraph 2 of the Constitution).
28. The number of votes shall not be announced, but may be given if it is the general wish of the Conference except in the case of elections and other voting affecting personalities.
29. If an equal number of votes are given for and against a resolution or amendment, the resolution or amendment shall be defeated.
30. When an amendment is made to a resolution, the amendment shall first be put to the Conference for voting before the original resolution. If the amendment is lost, the resolution shall then be put to the Conference for voting. If the amendment is passed then the resolution shall be amended accordingly before it is put to the Conference.
31. Resolutions of courtesy, congratulations and condolence shall be initiated by the resolutions committee without prejudice to any delegation presenting resolutions of this nature.
32. Should any Member Organization desire to place a resolution before the Conference, particularly one affecting or interpreting policy, precept or principle, a draft shall be forwarded to the Africa Regional Office of the World Scout Bureau and the Africa Scout Committee, at least two months before the opening date of the Conference in order that the subject may be considered by the World Scout Committee and other Member Organizations.
33. a) All resolutions adopted or approved by the Africa Scout Conference regarding matters involving policy, precept or principle shall be forwarded to the World Scout Committee and the World Scout Conference for appropriate action.

b) All resolutions adopted by the Africa Scout Conference on matters other than those covered in a) shall be implemented by the Africa Scout Committee with the help of the Africa Regional Office of the World Scout Bureau.

AMENDMENTS

34. The Rules of Procedure may be amended by the Africa Scout Conference at any of its meetings by a simple majority of the votes cast. Texts of proposed amendments shall be communicated by the Africa Regional Office to all Member Organizations in the Africa Region, and members of the Africa Scout Committee, at least two months before the time of the meeting of the Africa Scout Conference. Amendments so carried by the Africa Scout Conference shall become effective upon approval by the World Scout Committee.