

March 2016



RULES OF PROCEDURE

Foreword

Since its creation in 2001 and for a very long time, the C.C.U.K has been a victim of misunderstandings and disorders provoked from the very heart of the community it had vowed to serve. As a result, the Community has stagnated during all this time; clearly, it has regressed by half a century in terms of organization, creativity, innovation and initiatives.

Such surreal and incredible scenes of disorder, treachery, denunciation, of slander see physical abuse and primarily tribalism have enammelled this sad period. Extremely anti-social behaviour prevailed in the community with innumerable victims among the very people who had already come to the service of others. As consequence, many good wills and beneficial initiatives unhappily stifled prematurely. The conditions were gathered so that many people fold back on themselves and used their time and energy more to themselves.

This prejudice has been felt in all aspects of the life of our community particularly in sensitive areas in the hosting country. With the current restoration, a new dawn is born and, therefore, it is imperative that all good will come together to rebuild a new rigorous discipline, strong and efficient organisation, able to cope with the many challenges that have constantly accumulated.

It will now be necessary to learn from the mistakes of the past and work for an ideal future; place the right person in the right place for a quest of excellence. To do this, we must give priority to analysis and research in order to discover new horizons.

Article 1

Without prejudice to the provisions of Article 6 of the ICC Statutes, no one has the right, to introduce any discrimination in respect of the membership of the C.C.U.K.

Article 2

Membership shall be recorded by the entry in the register of members of the coordination by paying a membership fee.

Article 3

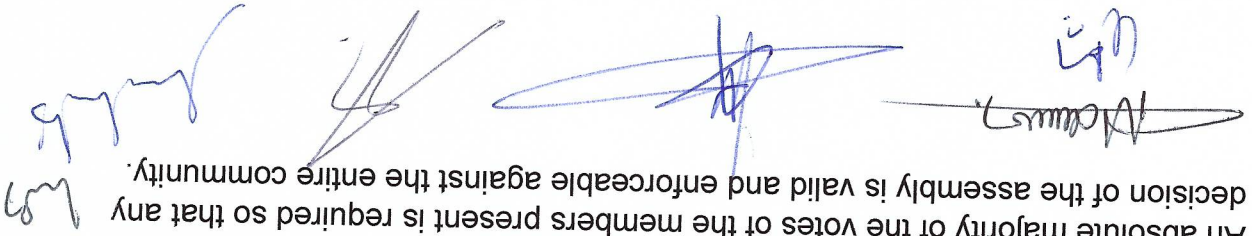
All members of the CCUK are equal in rights and duties.

Article 4

Any suspended member shall be prohibited from representing, organising, writing or speaking on his behalf.

Any individual definitively excluded, cannot rely on the membership of C.C.U.K, on pain of prosecution in court.

An absolute majority of the votes of the members present is required so that any decision of the assembly is valid and enforceable against the entire community.



Article 12

The plenary meeting is validly held with 2/3 members present. The resolutions are valid and binding on all.

Article 11

The Coordination Office maintains a register and a file of potentialities beneficial and exploitable for the general good.

- The Treasurer establishes the general register of contributions based on the list of memberships.

Article 10

The members of the C.C.U.K constitute an immeasurable resource whose potential should be tapped to the benefit of the community both in the Diaspora and in the country of origin: doctors, computer scientists, engineers, soul curators, scientists, economists, teachers, traders, athletes, etc...

Article 9

The term of office of the animators of the organs is two renewable years.

Article 8

The convening of meetings of the organs of the CCUK will be communicated to the members through the usual channels including telephone and email messages, who are advised to answer in case of impediment.

Article 7

- disqualification or exclusion by the decision of the General Assembly.
- voluntary resignation, death or a prolonged and unjustified absence from activities of the C.C.U.K;

The loss of membership is evidenced by:

Article 6

- payment of monthly and one-time contributions;
- participation in the activities of the C.C.U.K;
- mutual respect and protection of the organisation's assets;
- only members in line with above mentioned, may participate in the votes and apply for elective or representative mandates.

The obligations of the members of the C.C.U.K are, in particular:

Article 5

Article 13
The sessions of the Assembly are headed by a Sage (Councilor) appointed by the Council (of the Sages), in duo with the Coordinator with whom he worked on the project of the agenda for discussion.

Article 14
Any member may, before or during the debate, request the floor by motion.

Article 15

Motion

- The point of order is that concerning the order to be established in the series of questions to be discussed, to suspend or adjourn the meeting.

-The procedural motion concerns a point of the rules of procedure or the way which the meeting is being conducted.

- The information motion concerns additional information essential for the direction of the debates.

-The motion for a preliminary ruling is the one raised in connection with the examination of a material.

-The incidental motion is the one that occurs at the beginning or during the debates and on which the body concerned must decide before starting or debate on a main issue.

Article 16

No one may take the floor without having asked for it and obtained it. Speech must be granted to any member who requests it by motion to restore order in the discussions. The speaker who has obtained the floor cannot be interrupted until the end of his statement, by a point of order. Whoever intervenes for a motion of order cannot address the substance of the matter under debate.

Article 17

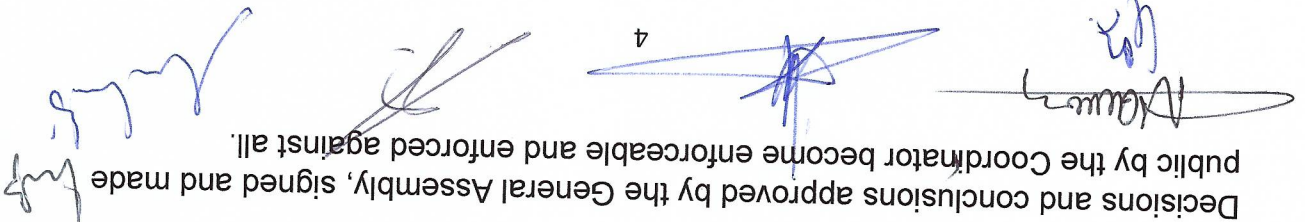
No interventions, even by motion, will be received when the moderator of the meeting, with the agreement of the Assembly, is summarising to conclude when the voting procedure is already under way.

Article 18

All the decisions taken in plenary or extraordinary session are recorded in a report signed by the moderator and his runner (the advisor).
The minutes are archived by the Office of Coordination

Article 19

Decisions and conclusions approved by the General Assembly, signed and made public by the Coordinator become enforceable and enforced against all.



Article 20

Responsibilities

The paths to take up a position of responsibility at the C.C.U.K are the election and appointments that must meet the criteria of expertise, patriotic commitment, credibility and moral integrity. In addition to these criteria, a candidate for a liability must be in good standing.

Article 21

The Coordination Office ensures the permanence of the C.C.U.K. :

- Records the recommendations, conclusions of deliberations and reports activity of the organisation;
- Keeps and watches over the archives of the organization;
- It ensures contacts with various British Institutions;
- It oversees the activity of the Work Commissions;
- It participates in sessions of the Assembly;
- The Coordinator convenes and directs the meetings of the Coordination Office. It is seconded by a deputy.

Article 22

- The agenda of the meeting is prepared by the Co-ordinator jointly with the designated Adviser;
- The Coordinator shall convene the meeting of the General Assembly of which he declares opening and closing of sessions;
- He assists the Councillor-designated in the moderation of the debates.

Article 23

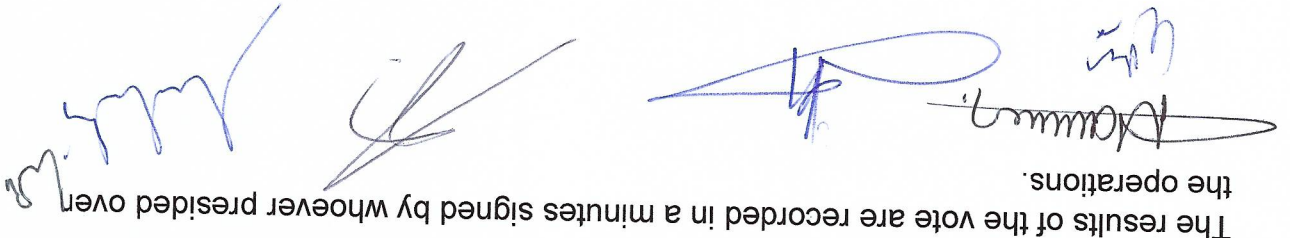
- Congolese organisations and associations affiliated to C.C.U.K in the same way than natural people by paying a membership fee. They continue to manage independently in accordance with the general rules of propriety admitted by the C.C.U.K
- The C.C.U.K ensures a serene management of these associations and organisations, to which it provides logistical support on request.
- As set out in article 25 of the Constitution of the C.C.U.K, associations and organisations are grouped together in accordance with their mission under the corresponding working committee of a Commissioner

Article 24

The Commissioner shall be responsible for guiding and steering:
- It provides guidance on available resources both governmental and private institutions;

- Without interfering in any way in the internal management of the groups, it assures them a technical contribution, facilitates the opening and search for outlets;
- It facilitates exchanges between different organizations.

The results of the vote are recorded in a minutes signed by whoever presided over the operations.



Article 32

- The counting and the proclamation of the results shall take place immediately and publicly after the vote.
 - In the event of a tie, an extension is required until a winner is designated.
 - The winner is the candidate who obtained an absolute majority of votes expressed at the end of all transactions.

Article 31

Voting shall be by secret ballot. It may be done with the consent of the Plenary Assembly, by a show of hands, standing, seated or by acclamation.

Article 30

The principle is that of one man/one woman, one vote.

Article 29

VOTE RULES

Nominations for elective positions shall be made in writing to the Council of the Sages (in punctual electoral commission). In case of exception application can be received immediately (on the day of the operation).

Article 28

- The duration of the commission
 - The Council of Elders is constituted in electoral commission and organises itself in result.
 - Timely, this committee lives the time of the electoral operations: of the registration of candidates until the proclamation of results.

Article 27

The election: C.C.U.K ELECTORAL COMMISSION

In order to ensure continuity in the action and preservation of the organisation, the Coordination Office may propose to the General Assembly the integration into the Council of Elders of a member who has distinguished himself or herself loyal, sincere and assiduous in favor of the C.C.U.K and the community in general.

Merits

Article 26

The Commissioners work in collaboration with the Council of Elders.

Article 25

TITLE VI: ALLOCATION OF RESOURCES

Resource allocation

Article 33

The expenses of the C.C.U.K concern in particular:

- dispatch of correspondence
- room hire, television announcements, etc.
- other specific activities, such as preparing demonstrations, filming, posters and other ...

All expenses must be recorded, if necessary with the supporting documents, such as invoices and payment order.

Article 34

The C.C.U.K Treasurer collects and records membership dues. The annual rate of contribution is unique for all members and is determined by the assembly.

Article 35

The funds of the C.C.U.K are kept in a bank account opened in the name of the organisation and managed by the coordinator and the treasurer who have the signature authority under the benevolence of the Council of Wise people. The withdrawal of funds must include at least two duly authorised signatures.

Article 36

Any contribution or contribution paid cannot be reimbursed.

BUDGET

Article 37

Every three months of the General Assembly, under the auspices of the Council of Elders, constitutes a financial control and accounts committee which presents an evaluation report.

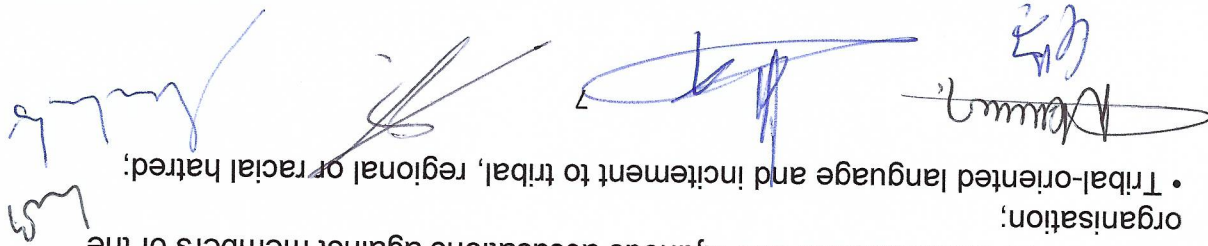
DISCIPLINARY REGIME

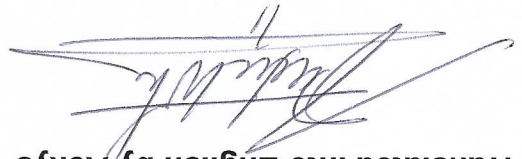
Failures

Article 38

Any behavior contrary to the ideal of the C.C.U.K is considered as a disciplinary breach:


- indiscretion
- Repeated and unjustified absences from the activities of the CCUK;
- the refusal or gross negligence in the performance of assigned tasks;
- insults, assaults, lack of courtesy towards other members, slander;
- misappropriation or embezzlement of funds or other property of the organisation;
- standerous denunciations and injurious accusations against members of the organisation;
- Tribal-oriented language and incitement to tribal, regional or racial hatred;

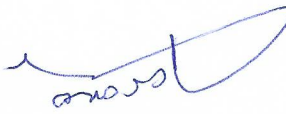



Translated into English by Ackys


Mr Jean-Marie Mintosha


Mr Laurent Mbango


Mr William Mpelenda


Rev Lembi Motoko


Dr Gala Mido

For and on behalf of CCUK Elders' Council

Depending on the seriousness of the breaches, the penalties to be imposed are:

- call to order;
- the blame ;
- suspension for a period not exceeding three months;
- disqualification from office;
- prohibition of candidacy for a mandate or function in the CCUK;
- revocation of membership and banishment.

Article 40

-fighting, etc...

-trouble in the organisation;

Any anti-social behaviour is classified as a serious breach:

Article 39

- abuse or usurpation of powers;
- violation of the statutes and rules of procedure.