



**UNION**

**THE CONSTITUTION OF**

**THE YOUNG POLITICIANS UNION (YPU)**

*Revised May 2007*

Registered under the National Youth Council Act in 2005

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# Chapter I - Organization

## Article 1 - Legal Name

- (1) The name of the body shall be “**Young Politicians Union**” (YPU).
- (2) YPU shall be a youth organization registered under the National Youth Council Act.

## Article 2 - Legal Address

- (1) The legal address for the Union shall be:

Young Politicians Union (YPU)  
Gelu House 1<sup>st</sup> Floor  
Kamuzu Procession Road  
P.O. Box 1185  
Lilongwe, Malawi

## Article 3 - Aims and Objectives

YPU is formed to:

- (1) promote democracy (especially inter and intra-party democracy) and rule of law.
- (2) promote unity and multi-partism.
- (3) improve the capacity of generating party ideologies and programmes.
- (4) enhance the role of women and youth in the parties’ executive positions and especially avoid their use as support forces and instruments of mobilization.
- (5) create a best trained, capable, active, critical and democratic thinking mass of young politicians who may take on leadership roles in future.
- (6) liaise and network with governmental departments, Non-Governmental Organisations and other organisations internally and externally.

## Article 4 - Common Seal

- (1) There shall be a common seal inscribed “Young Politicians Union”.
- (2) The YPU National Secretariat shall provide safe custody of the seal in the hands/office of the National Secretary.
- (3) The seal shall be used on National Secretariat documents to be signed by the National Director or other National Secretariat Member in his/her place only in his/her absence.

**Article 5 - Language**

- (1) The language of the YPU shall be English and Chichewa, but where necessary local languages shall be applied.

**Article 6 - Membership**

- (1) Membership shall be open to any Malawian youth who
  - (a) is a member of a political party.
  - (b) is aged between 18 and 35 years.
  - (c) has acquired at least the Junior Certificate of Education (JCE) as educational qualification.
- (2) YPU shall consult with political party leaders on recruitment of its members.
- (3) There shall be a membership subscription fee of MK150 per person per year for members of the YPU and for Alumni. That fee shall be submitted to the National Secretariat and shall be renewed every year.
  - (a) The membership subscription fee shall be paid in the month of January of each year.
  - (b) If there is no possibility to pay it at once, it can be paid in monthly rates of at least MK 12.50.
  - (c) Membership shall be automatically revoked and/or lost if the subscription fees are not paid for one full year.
  - (d) It shall not be possible to be a position-holder in the YPU without having paid the membership subscription fee. If any position-holder misses to pay his/her fee, he/she shall resign.
- (4) There shall be a membership subscription fee of MK250 per person per year for members of the National Secretariat. That fee shall be submitted to the National Secretariat and shall be renewed every year.
  - (a) The membership subscription fee shall be paid in the month of January of each year.
  - (b) If there is no possibility to pay it at once, it can be paid in monthly rates of at least MK 21.00.
  - (c) It shall not be possible to be a member of the National Secretariat without having paid the membership subscription fee. If any member of the National Secretariat misses to pay his/her fee, he/she shall resign.
- (5) All prospective YPU members will be required to fully complete the YPU Membership Registration Form. The Form will be required to be submitted to the National Secretariat or through the KAS Office.

## Chapter II - Organs

### Article 7 - Board of Advisors

- (1) There shall be an organ of communication between YPU and the political parties known as the Board of Advisors.
- (2) It shall consist of:
  - (a) The youth directors of the political parties, which are represented in the YPU, of which one shall be:
    1. the Chairperson.
    2. the Deputy Chairperson.
  - (b) The YPU National Director, who shall be the Secretary to the Board of Advisors.
  - (c) Three highly engaged YPU-Alumni, who shall be appointed by the National Secretariat.
- (3) Elections of the Chairperson/Deputy Chairperson of the Board of Advisors:
  - (a) The position of the Chairperson and the position of the Deputy Chairperson shall be elected by all members of the Board of Advisors at its first meeting.
  - (b) Elected is the person, who gets the majority of votes.
    1. If the highest amount of votes is achieved by two or more people at the same time, there shall be a second ballot for these candidates. The candidate with the most votes in the second ballot is elected.
  - (c) There shall be fresh elections every year.
  - (d) In the event that the Chairperson dies, resigns, is suspended or is continuously absent for any other reason, the vacancy shall be filled by his deputy. If this deputy also dies, resigns, is suspended or is continuously absent for any other reason, one of the three Alumni of the Board of Advisors shall fill up this vacancy. If it is a deputy position holder who dies, resigns, is suspended or is continuously absent for any other reason, his position shall be filled up by one of the three Alumni of the Board of Advisors.
    1. The Alumni who will fill a vacant position shall be appointed by the National Secretariat.
- (4) Meetings of the Board of Advisors:
  - (a) The Board of Advisors shall meet twice a year.
  - (b) However, extraordinary meetings may be convened as issues arise. The National Secretariat shall call for these extraordinary meetings.
- (5) Tasks of the Board of Advisors:
  - (a) To connect YPU and the political parties to exchange information and developments.
  - (b) To discuss and advise on problems and topical political issues.

## **Article 8 - National Secretariat**

(1) The National Secretariat shall be the implementation arm of the YPU at national level.

(2) It shall consist of the:

(a) National Director

1. The National Director is the Head of the National Secretariat.
2. He/she shall represent the YPU internally and externally.
3. He/she shall coordinate the work of the National Secretariat.
4. He/she shall preside over all National Secretariat Meetings.
5. He/she shall have the power to call for a meeting, in consultation with the National Secretary.

(b) Deputy National Director

1. The Deputy National Director shall represent the National Director (with all his/her powers) in his/her absence.
2. He/she shall assist the National Director in all official undertakings.
3. He/she will automatically act in the National Directors Office in the event of prolonged absence, death, suspension or resignation of the National Director.

(c) National Secretary

1. He/she shall organise all the work within the National Secretariat.
2. He/she shall record, keep and circulate minutes of the National Secretariat Meetings, Annual General Meetings and other meetings.

(d) Deputy National Secretary

1. The Deputy National Secretary shall represent the National Secretary (with all his/her powers) in his/her absence.
2. He/she shall assist the National Secretary in all official undertakings.
3. He/she will automatically act in the National Secretaries Office in the event of prolonged absence, death, suspension or resignation of the National Secretary.

(e) National Treasurer

1. He/she shall record and maintain all financial accounts of the National Secretariat.
2. He/she shall collect all financial reports of the districts and zones in financial matters and examine their correctness.

(f) Deputy National Treasurer

1. The Deputy National Treasurer shall represent the National Treasurer (with all his/her powers) in his/her absence.
2. He/she shall assist the National Treasurer in all official undertakings.
3. He/she will automatically act in the National Treasurers Office in the event of prolonged absence, death, suspension or resignation of the National Treasurer.

(g) National Public Relations Officer

1. He/she shall inform the necessary institutions (especially Political Parties, Media, Partner-NGOs, etc.) on national level about all YPU matters and activities.
2. He/she shall be the spokesperson of the YPU.

3. He/she shall seek for and recommend new partners to YPU.
- (h) Deputy National Public Relations Officer
1. The Deputy National Public Relations Officer shall represent the National Public Relations Officer (with all his/her powers) in his/her absence.
  2. He/she shall assist the National Public Relations Officer in all official undertakings.
  3. He/she will automatically act in the National Public Relations Officers Office in the event of prolonged absence, death, suspension or resignation of the National Public Relations Officer.
- (i) National Research and Documentation Officer
1. He/she shall collect and document all information about the YPU.
  2. He/she shall assist any member of the YPU in finding background information concerning every topic of the YPU.
  3. He/she shall collect all information of the country which could be interesting for YPU matters and develop further work-strategies for the YPU.
- (j) Deputy National Research and Documentation Officer
1. The Deputy National Research and Documentation Officer shall represent the National Research and Documentation Officer (with all his/her powers) in his/her absence.
  2. He/she shall assist the National Research and Documentation Officer in all official undertakings.
  3. He/she will automatically act in the National Research and Documentation Officers Office in the event of prolonged absence, death, suspension or resignation of the National Research and Documentation Officer.
- (k) National Logistics Officer
1. He/she shall develop new programs and strategies for the YPU.
  2. He/she shall coordinate and monitor national activities of the YPU.
  3. He/she shall assist in every logistical matter concerning the YPU.
- (l) Deputy National Logistics Officer
1. The Deputy National Logistics Officer shall represent the National Logistics Officer (with all his powers) in his absence.
  2. He/she shall assist the National Logistics Officer in all official undertakings.
  3. He/she will automatically act in the National Logistics Officers Office in the event of prolonged absence, death, suspension or resignation of the National Logistics Officer.
- (3) Elections of the National Secretariat:
- (a) The elections shall be free, equal, general, direct and secret.
  - (b) Eligible candidates are all active members of the YPU who:
    1. will not be older than 35 years, when the next regular elections for his/her position are held.
    2. have fully paid their annual membership subscription fee.
  - (c) Mandates of zonal, district and national level can be combined.

(d) Term of Elections

1. One term of office shall be a period of two years.
2. On every second Annual General Meeting (AGM) the substantive positions [see: Art. 8 (2) a, c, e, g, i, k] are elected.<sup>1</sup>
  - 2.1. In the case that a person of a deputy position is elected into a substantive position, the vacancy so created shall be filled by elections in the same AGM. In consequence the elected deputy will serve a one year term, until the next elections for deputy positions are held.
  - 2.2. In the case that a person of a substantive position is elected into a deputy position, the vacancy so created shall be filled by elections in the same AGM. In consequence the elected substantive will serve a one year term, until the next elections for substantive positions are held.
3. On the AGMs in between [Art. 8 (3) d, 2.] the deputy positions [see: Art. 8 (2) b, d, f, h, j, l] are elected.
4. On every AGM there shall be elections for two stand-by position holders who will only be activated in the case of a vacancy of a position in the National Secretariat [see: Art. 8 (3) g].

(e) Procedure of Election [for every position Article 8 (2) a – l]:

1. A candidate can be proposed by any member of the AGM. Self proposals are possible.
  2. All proposed candidates are put on a list in alphabetical order of their surnames.
  3. According to this list, every candidate has 5 minutes to present himself and his political program.
  4. Every member of the AGM who is mentioned in Article 12 (3) a + b, can vote for one candidate, by writing his name on a sheet of paper.
  5. Elected is:
    - 5.1. The candidate who achieves more than 50% of the votes in the first vote.
    - 5.2. If no candidate can achieve more than 50% of the votes in the first vote, the two candidates with the highest amount of votes go into a second ballot. The candidate with the most votes in the second ballot is elected.
  6. A candidate who did not succeed in campaigning for one position, can be proposed as a candidate for another position if the candidate accepts the nomination.
- (f) A member of the National Secretariat shall have the right to resign, provided he/she gives one month notice in writing of such intentions.
- (g) In the event that an substantive position holder dies, resigns, is suspended or is continuously absent for any other reason, the vacancy shall be filled by his deputy.
1. If this deputy also dies, resigns, is suspended or is continuously absent for any other reason, one of the Members of the National Secretariat in a deputy position shall fill this vacant substantive position. This person shall be transparently appointed by the National Secretariat and shall serve in this position until the next AGM is held.

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<sup>1</sup> See Attachment 1: Explanations on Article 8 (3) / 9 (3) / 10 (3)

2. The so created vacant deputy position shall be filled by one of the two stand-by positions holders. This person shall be transparently appointed by the National Secretariat and shall serve in this position until the next AGM is held.
- (h) In the event that a deputy position holder dies, resigns, is suspended or is continuously absent for any other reason, his/her position shall be filled by one of the two stand-by positions holders. This person shall be transparently appointed by the National Secretariat and shall serve in this position until the next AGM is held.
- (i) In the event that a stand-by position holder is needed, but the two stand-by position holders elected on the AGM fill already a vacant position, the vacancy shall remain until the next AGM is held. The duties of this position can be reassigned to Executive Committee Members who shall transparently be appointed by the National Secretariat.

(4) Tasks of the National Secretariat:

- (a) To represent the YPU internally and externally.
- (b) To design and implement zonal, district and national activities of the YPU.
- (c) To guarantee an exchange of information between all organs of the YPU.
- (d) To coordinate all the administration of the YPU.
- (e) To be a supervisor of the YPU and to try to settle a dispute before a conflict arises.
- (f) To ensure that the Constitution is adhered to all levels of the YPU and of all their members.
  1. In any case of supposed violation of the Constitution reported by any member of the YPU, the National Secretariat shall decide if the Disciplinary Committee shall be installed.
- (g) To standardize procedures amongst the various YPU groups spread out across the country.
- (h) To coordinate cooperation with governmental departments, Non-Governmental Organisations and other organisations internally and externally.
- (i) To convene an extraordinary meeting of the Board of Advisors in case of an emergency.
- (j) To invite YPU Alumni to meetings of the National Secretariat if it is necessary.

**Article 9 - District Executive Committee**

(1) The District Executive Committees shall be the implementation arm of the YPU at district level.

(2) It shall consist of:

(a) District Director

1. The District Director is the Head of the District Executive Committee.
2. He/she shall represent the YPU at district level.
3. He/she shall coordinate the work of the District Executive Committee.
4. He/she shall preside over all District Executive Committee Meetings.
5. He/she shall have the power to call for a meeting, in consultation with the District Secretary.
6. He/she shall prepare and send district reports to the National Director and KAS Secretariat on a monthly basis.

(b) Deputy District Director

1. The Deputy District Director shall represent the District Director (with all his/her powers) in his/her absence.
2. He/she shall assist the District Director in all official undertakings.
3. He/she will automatically act in the District Directors Office in the event of prolonged absence, death, suspension or resignation of the District Director.

(c) District Secretary

1. He/she shall organise all the work within the District Executive Committee.
2. He/she shall record, keep and circulate minutes of the District Executive Committee Meetings and other meetings.
3. He/she shall prepare and send district reports and minutes of district meetings and other meetings to the National Secretary on an monthly basis.

(d) Deputy District Secretary

1. The Deputy District Secretary shall represent the District Secretary (with all his/her powers) in his/her absence.
2. He/she shall assist the District Secretary in all official undertakings.
3. He/she will automatically act in the District Secretaries Office in the event of prolonged absence, death, suspension and resignation of the District Secretary.

(e) District Treasurer

1. He/she shall record and maintain all financial accounts of the District Executive Committee.
2. He/she shall prepare and send district financial reports to the National Treasurer on an monthly basis.

(f) Deputy District Treasurer

1. The Deputy District Treasurer shall represent the District Treasurer (with all his/her powers) in his/her absence.
2. He/she shall assist the District Treasurer in all official undertakings.

3. He/she will automatically act in the District Treasurers Office in the event of prolonged absence, death, suspension or resignation of the District Treasurer.
- (g) District Public Relations Officer
1. He/she shall inform the necessary institutions (especially Political Parties, Media, Partner-NGOs, etc.) on district level about all YPU matters and activities.
  2. He/she shall be the spokesperson of the YPU at district level.
  3. He/she shall seek for and recommend new partners to YPU.
- (h) Deputy District Public Relations Officer
1. The Deputy District Public Relations Officer shall represent the District Public Relations Officer (with all his/her powers) in his/her absence.
  2. He/she shall assist the District Public Relations Officer in all official undertakings.
  3. He/she will automatically act in the District Public Relations Officers Office in the event of prolonged absence, death, suspension or resignation of the District Public Relations Officer.
- (i) District Research and Documentation Officer
1. He/she shall collect and document all information about the YPU at district level.
  2. He/she shall assist any member of the YPU in finding background information concerning every topic of the YPU.
  3. He/she shall prepare and send district reports to the National Research and Documentation Officer on a monthly basis.
- (j) Deputy District Research and Documentation Officer
1. The Deputy District Research and Documentation Officer shall represent the District Research and Documentation Officer (with all his/her powers) in his/her absence.
  2. He/she shall assist the District Research and Documentation Officer in all official undertakings.
  3. He/she will automatically act in the District Research and Documentation Officers Office in the event of prolonged absence, death, suspension or resignation of the District Research and Documentation Officer.
- (k) District Logistics Officer
1. He/she shall develop new programs and strategies for the YPU at district level.
  2. He/she shall coordinate and monitor district activities of the YPU.
  3. He/she shall assist in every logistical matter concerning the YPU at district level.
  4. He/she shall prepare and send district reports to the National Logistics Officer on an monthly basis.
- (l) Deputy District Logistics Officer
1. The Deputy District Logistics Officer shall represent the District Logistics Officer (with all his powers) in his absence.
  2. He/she shall assist the District Logistics Officer in all official undertakings.
  3. He/she will automatically act in the District Logistics Officers Office in the event of prolonged absence, death, suspension or resignation of the District Logistics Officer.

(3) Elections:

- (a) The elections shall be free, equal, general, direct and secret.
- (b) Eligible candidates are all active members of the YPU who:
  - 1. will not be older than 35 years, when the next regular elections for his position are held.
  - 2. have paid their annual membership subscription fee.
- (c) Mandates of zonal, district and national level can be combined.
- (d) Term of Elections:
  - 1. One term of office shall be a period of two years.
  - 2. The elections shall be held at least one month but at the most two months before a term of office is over.
  - 3. Between the elections for the substantive positions [see: Art. 9 (2) a, c, e, g, i, k] and the elections for the deputy positions [see: Art. 9 (2) b, d, f, h, j, l] shall be a period of one year.<sup>2</sup>
    - 3.1. In the case that a person of a deputy position is elected into a substantive position, his old deputy position has to be re-elected in the same elections. In consequence the elected deputy has for once a one year term, until the next elections for deputy positions are held.
    - 3.2. In the case that a person of a substantive position is elected into a deputy position, his old substantive position has to be re-elected in the same elections. In consequence the elected substantive has for once a one year term, until the next elections for substantive positions are held.
- (e) Procedure of Election (for every position Article 9 (2) a – l):
  - 1. A candidate shall be proposed by any member of this District YPU participating in this election. Self proposals are possible.
  - 2. All proposed candidates are put on a list in alphabetical order of their surnames.
  - 3. According to this list, every candidate has 5 minutes to present himself and his political program.
  - 4. Every member participating in this election can vote for one candidate, by writing his name on a sheet of paper.
  - 5. Elected is:
    - 5.1. The candidate who achieves more than 50% of the votes in the first vote.
    - 5.2. If no candidate can achieve more than 50% of the votes in the first vote, the two candidates with the highest amount of votes go into a second ballot. The candidate with the most votes in the second ballot is elected.
  - 6. A candidate who did not succeed in campaigning for a position, can be proposed as a candidate for another position if the candidate accepts the nomination.
- (f) A member of the District Executive Committee shall have the right to resign, provided he/she gives one month notice in writing of such intentions.

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<sup>2</sup> See Attachment 1: Explanations on Article 8 (3) / 9 (3) / 10 (3)

(g) In the event that an executive position holder dies, resigns, is suspended or is continuously absent for any other reason, the vacancy shall be filled by his deputy. There shall be fresh elections for this position in the next meeting of the district members, but at the latest after one month. If a deputy position holder dies, resigns, is suspended or is continuously absent for any other reason, there shall be fresh elections for this position in the next meeting of the district members, but at the latest after one month. Preparations for by-elections and results thereof shall be communicated to the National Secretariat immediately prior to and after such elections respectively.

(4) Tasks of the District Executive Committee:

- (a) To represent and coordinate YPU at district level.
- (b) To design and implement activities on district level.
- (c) To guarantee an exchange of information between the district and the including zones.
- (d) To coordinate cooperation with governmental departments, Non-Governmental Organisations and other organisations.

## **Article 10 - Zonal Executive Committee**

(1) The Zonal Executive Committees shall be the implementation arm of the YPU at zonal level.

(2) It shall consist of:

(a) Zonal Director

1. The Zonal Director is the Head of the Zonal Executive Committee.
2. He/she shall represent the YPU at zonal level.
3. He/she shall coordinate the work of the Zonal Executive Committee.
4. He/she shall preside over all Zonal Executive Committee Meetings.
5. He/she shall have the power to call for a meeting, in consultation with the Zonal Executive Committee.
6. He/she shall prepare and send zonal reports to the District Director on a monthly basis.

(b) Deputy Zonal Director

1. The Deputy Zonal Director shall represent the Zonal Director (with all his/her powers) in his/her absence.
2. He/she shall assist the Zonal Director in all official undertakings.
3. He/she will automatically act in the Zonal Directors Office in the event of prolonged absence, death, suspension or resignation of the Zonal Director.

(c) Zonal Secretary

1. He/she shall organise all the work within the Zonal Executive Committee.
2. He/she shall record, keep and circulate minutes of the Zonal Executive Committee Meetings and other meetings.
3. He/she shall prepare and send zonal reports and minutes of zonal meetings and other meetings to the District Secretary on a monthly basis.

(d) Deputy Zonal Secretary

1. The Deputy Zonal Secretary shall represent the Zonal Secretary (with all his/her powers) in his/her absence.
2. He/she shall assist the Zonal Secretary in all official undertakings.
3. He/she will automatically act in the Zonal Secretaries Office in the event of prolonged absence, death, suspension or resignation of the Zonal Secretary.

(e) Zonal Treasurer

1. He/she shall record and maintain all financial accounts of the Zonal Executive Committee.
2. He/she shall prepare and send zonal financial reports to the District Treasurer on a monthly basis.

(f) Deputy Zonal Treasurer

1. The Deputy Zonal Treasurer shall represent the Zonal Treasurer (with all his/her powers) in his/her absence.
2. He/she shall assist the Zonal Treasurer in all official undertakings.

3. He/she will automatically act in the Zonal Treasurers Office in the event of prolonged absence, death, suspension and resignation of the Zonal Treasurer.
- (g) Zonal Public Relations Officer
1. He/she shall inform the necessary institutions (especially Political Parties, Media, Partner-NGOs, etc.) on zonal level about all YPU matters and activities.
  2. He/she shall be the spokesperson of the YPU on zonal level.
  3. He/she shall seek for and recommend new partners to YPU.
- (h) Deputy Zonal Public Relations Officer
1. The Deputy Zonal Public Relations Officer shall represent the Zonal Public Relations Officer (with all his/her powers) in his/her absence.
  2. He/she shall assist the Zonal Public Relations Officer in all official undertakings.
  3. He/she will automatically act in the Zonal Public Relations Officers Office in the event of prolonged absence, death, suspension or resignation of the Zonal Public Relations Officer.
- (i) Zonal Research and Documentation Officer
1. He/she shall collect and document all information about the YPU at zonal level.
  2. He/she shall assist any member of the YPU in finding background information concerning every topic of the YPU.
  3. He/she shall prepare and send zonal reports to the District Research and Documentations Officer on a monthly basis.
- (j) Deputy Zonal Research and Documentation Officer
1. The Deputy Zonal Research and Documentation Officer shall represent the Zonal Research and Documentation Officer (with all his/her powers) in his/her absence.
  2. He/she shall assist the Zonal Research and Documentation Officer in all official undertakings.
  3. He/she will automatically act in the Zonal Research and Documentation Officers Office in the event of prolonged absence, death, suspension or resignation of the Zonal Research and Documentation Officer.
- (k) Zonal Logistics Officer
1. He/she shall develop new programs and strategies for the YPU at zonal level.
  2. He/she shall coordinate and monitor zonal activities of the YPU.
  3. He/she shall assist in every logistical matter concerning the YPU at zonal level.
  4. He/she shall prepare and send district reports to the District Logistics Officer on a monthly basis.
- (l) Zonal District Logistics Officer
1. The Deputy Zonal Logistics Officer shall represent the Zonal Logistics Officer (with all his powers) in his absence.
  2. He/she shall assist the Zonal Logistics Officer in all official undertakings.
  3. He/she will automatically act in the Zonal Logistics Officers Office in the event of prolonged absence, death, suspension or resignation of the Zonal Logistics Officer.

(3) Elections:

- (a) The elections shall be free, equal, general, direct and secret.
- (b) Eligible candidates are all active members of the YPU who:
  - 1. will not be older than 35 years, when the next regular elections for his position are held.
  - 2. have paid their annual membership subscription fee.
- (c) Mandates of zonal, district and national level can be combined.
- (d) Term of Elections:
  - 1. One term of office shall be a period of two years.
  - 2. The elections shall be held at least one month but at the most two months before a term of office is over.
  - 3. Between the elections for the substantive positions [see: Art. 10 (2) a, c, e, g, i, k] and the elections for the deputy positions [see: Art. 10 (2) b, d, f, h, j, l] shall be a period of one year.<sup>3</sup>
    - 3.1. In the case that a person of a deputy position is elected into a substantive position, his old deputy position has to be re-elected in the same elections. In consequence the elected deputy has for once a one year term, until the next elections for deputy positions are held.
    - 3.2. In the case that a person of a substantive position is elected into a deputy position, his old substantive position has to be re-elected in the same elections. In consequence the elected substantive has for once a one year term, until the next elections for substantive positions are held.
- (e) Procedure of Election (for every position Article 10 (2) a – l):
  - 1. A candidate shall be proposed by any member of this zonal YPU participating in this election. Self proposals are possible.
  - 2. All proposed candidates are put on a list in alphabetical order of their surnames.
  - 3. According to this list, every candidate has 5 minutes to present himself and his political program.
  - 4. Every member participating in this election can vote for one candidate, by writing his name on a sheet of paper.
  - 5. Elected is:
    - 5.1. The candidate who achieves more than 50% of the votes in the first vote.
    - 5.2. If no candidate can achieve more than 50% of the votes in the first vote, the two candidates with the highest amount of votes go into a second ballot. The candidate with the most votes in the second ballot is elected.
  - 6. A candidate who did not succeed in campaigning for a position, can be proposed as a candidate for another position if the candidate accepts the nomination.
- (f) A member of the Zonal Executive Committee shall have the right to resign, provided he/she gives one month notice in writing of such intentions.

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<sup>3</sup> See Attachment 1: Explanations on Article 8 (3) / 9 (3) / 10 (3)

- (g) In the event that an substantive position holder dies, resigns, is suspended or is continuously absent for any other reason, the vacancy shall be filled by his deputy. There shall be fresh elections for this position in the next meeting of the zonal members, but at the latest after one month. If a deputy position holder dies, resigns, is suspended or is continuously absent for any other reason, there shall be fresh elections for this position in the next meeting of the zonal members, but at the latest after one month. Preparations for by-elections and results thereof shall be communicated to the National Secretariat immediately prior to and after such elections respectively.
- (4) Tasks of the Zonal Executive Committee:
- (a) To represent and coordinate YPU at zonal level.
  - (b) To design and implement activities at zonal level.
  - (c) To guarantee an exchange of information between the zones and their belongigng district.
  - (d) To coordinate cooperation with governmental departments, Non-Governmental Organisations and other organisations.

**Article 11 - Alumni**

- (1) Any member of the YPU who reaches the age of 35 shall automatically becomes an Alumni of the YPU and will on the date of turning 35 cease to be a member of the Executive on Zonal, District and National level.
- (2) There shall be no possibility for an Alumni to be a position-holder.
- (3) Every Alumni who stands for a political position will be supported by the YPU if he/she is interested.
- (4) Tasks:
  - (a) To attend meetings of the YPU at zonal or district level.
  - (b) To assist YPU as an advisor in all undertakings.
  - (c) To bridge the gap between YPU and Senior Party leaders where it is possible.
  - (d) To settle disputes in the YPU as neutral persons.

**Article 12 - Annual General Meeting (AGM)**

- (1) The AGM of the YPU shall be held within twelve calendar months of the last AGM.
- (2) The source of revenue shall be through contributions by YPU membership and through income-generating activities especially where there is no donor to finance costs of the AGM and other YPU activities.
- (3) Participants:
  - (a) All members of the National Secretariat.
  - (b) Every district shall send its Director and one active member, who shall be transparently appointed by the District Executive Committee. Both must have paid their full membership subscription fee for that year.

- (c) Three active YPU Alumni, who shall be appointed by the National Secretariat.
- (d) Members of Staff of Konrad-Adenauer-Stiftung (KAS) shall be permitted to attend the AGM.
- (e) No other individual person or entity shall be permitted to attend the AGM unless the National Director grants prior written authorization to them in consultation with the National Secretariat Members.

(f) Agenda:

1. Receiving and deliberating written Annual Reports by the:

- 1.1.National Director
- 1.2.National Secretary
- 1.3.National Treasurer
- 1.4.National Public Relations Officer
- 1.5.National Research and Documentations Officer
- 1.6.National Logistics Officer

All written annual reports shall be submitted to the National Secretariat at least two weeks prior to the date of commencing the AGM. The National Secretariat will circulate all written reports to all AGM delegates at least 24 hours before they are presented.

2. Adoption of the Reports mentioned above.

- 2.1.A report is adopted, if more than 50% of the members of the AGM, who are mentioned in Article 12 (3) a + b vote for it.
- 2.2.If a report is not adopted, there shall be a vote of no-confidence. If less than 50% of the members of the AGM, who are mentioned in Article 12 (3) a and b express their confidence, fresh elections for this position shall be held in the same AGM.

3. Annual Report by one of the three Alumni.

4. District Reports by the District Directors.

5. Remarks by VIPs and KAS Officials.

6. Elections of the substantive or deputy positions of the National Secretariat.

7. Receiving and considering amendments of the Constitution if there are any proposals.

8. Any other business.

### **Article 13 - Disciplinary Committee**

(1) The Disciplinary Committee shall consist of:

- (a) the National Director.
- (b) the National Secretary.
- (c) one additional member of the National Secretariat (who is affected because of his/her position).
- (d) one additional member of the National Secretariat, who is appointed by the members of the National Secretariat, who are not in the Disciplinary Committee (a – c).
- (e) If one of the members of the Disciplinary Committee is an accused person, he/she shall not be part of the Disciplinary Committee and shall be exchanged by another member of the National Secretariat, appointed by the National Secretariat.
- (f) A person condemned/found guilty of any offence/misconduct by the Disciplinary Committee shall not be allowed to take part in the Disciplinary Committee proceeding on moral grounds.

(2) Installation:

- (a) In any case of supposed violation of the Constitution reported by any member of the YPU, the National Secretariat shall decide if the Disciplinary Committee shall be installed.
  - 1. Every abuse of office shall be punished with the loss of position.
  - 2. Repeated and serious acts of misconducts shall be punished with the loss of position.
  - 3. Every other violation of the Constitution shall be punished as shall be determined by the Disciplinary Committee.

(3) Every member shall act in respect of the Code of Conduct which forms part of this Constitution.<sup>4</sup>

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<sup>4</sup> See Attachment 2: Code of Conduct

## **Chapter III – Vote of No-Confidence, Validity and Amendments of the Constitution**

### **Article 14 - Vote of No-Confidence**

(1) Vote of No-Confidence against the National Secretariat or any of its members:

- (a) Any member of the YPU shall be able to ask his/her District Director for a Vote of No-Confidence by presenting his/her concerns in writing.
  1. There shall be a discussion in a district meeting where the concerns are presented.
  2. If more than 50% of the members of this district share the concerns, the National Secretariat shall be informed and the concerned person(s) shall have the right to write a statement, which shall be presented to all the members of the district in one of the next district meeting.
  3. After this presentation, the District director shall be obliged to hold an election.
  4. If two thirds of the members of the district vote against the National Secretariat or any of its members, all other districts shall hold the same elections in one month time.
  5. If two thirds of all eligible districts have voted for the removal of the National Secretariat or any of its members, proceedings for the removal shall commence.
  6. If the whole National Secretariat has to resign, there shall be an emergency AGM in the next three months in order to vote a new National Secretariat.

(2) Vote of No-Confidence against a District Executive Committee or any of its members:

- (a) Any member of a district shall be able to ask his/her District Director for a Vote of No-Confidence by presenting his/her concerns in writing.
  1. There shall be a discussion in a district meeting where the concerns are presented and the concerned person(s) shall have the right to present his/her/their point(s) of view.
  2. After this presentation the National Secretariat shall be informed immediately and the District director shall be obliged to hold an election in one month time.
  3. If two thirds of the members of the district vote against the District Executive Committee or any of its members, the District Executive Committee or any of its members shall resign.
  4. The vacancy shall be filled by fresh elections in the same meeting.

(3) Vote of No-Confidence against a Zonal Executive Committee or any of its members:

- (a) Any member of a zone shall be able to ask his/her Zonal Director for a Vote of No-Confidence by presenting his/her concerns in writing.
  1. There shall be a discussion in a zonal meeting where the concerns are presented and the concerned person(s) shall have the right to present his/her/their point(s) of view.
  2. After this presentation the National Secretariat shall be informed immediately and the Zonal director shall be obliged to hold an election in one month time.
  3. If two thirds of the members of the zone vote against the Zonal Executive Committee or any of his members, the Zonal Executive Committee or any of its members shall resign.
  4. The vacancy shall be filled by fresh elections in the same meeting.

## **Article 15 - Validity of the Constitution**

- (1) This Constitution shall be valid for all levels of the YPU organisation. There shall be no other valid Constitution.

## **Article 16 - Amendment of the Constitution**

- (1) Amendment of Article 15 and 16 shall only be possible when all members of the AGM who are mentioned in Article 12 (3) a + b, agree.
- (2) Amendment of this Constitution:
  - (a) Amendments of this Constitution are only possible at the AGM.
  - (b) The National Secretariat and every district shall have the right to propose Amendments of this Constitution. These proposals shall be presented by the National Director or the District Director at the AGM.
    1. All proposals for Amendments shall be submitted in written form to the National Secretariat at least two months before the AGM. The National Secretariat will circulate all proposals to all districts at least one month before the AGM.
    2. All proposals for Amendments of the Constitution shall be discussed in the regular district meetings.
  - (c) After the presentation of the proposals, there shall be a sufficient period of time to discuss them.
  - (d) An Amendment shall be accepted when at least two-thirds of the participants of the AGM who are mentioned in Article 12 (3) a + b, voted for this Amendment.
  - (e) Each Amendment shall be written on a sheet of paper<sup>5</sup> of which copies shall be given to the:
    1. National Director
    2. National Secretary
    3. National Research and Documentations Officer
    4. Office of the Konrad-Adenauer-Stiftung (KAS)
  - (f) The new version of the Constitution shall be sent out to the:
    1. Members of the National Secretariat
    2. District Directors
    3. Zonal Directors
    4. Office of the Konrad-Adenauer-Stiftung (KAS)

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<sup>5</sup> See Attachment 3: Documentation of Amendments of the Constitution (Guideline)

**Attachment 1: Explanations on Article 8 (3) / 9 (3) / 10 (3) - Elections (YPU Constitution):**

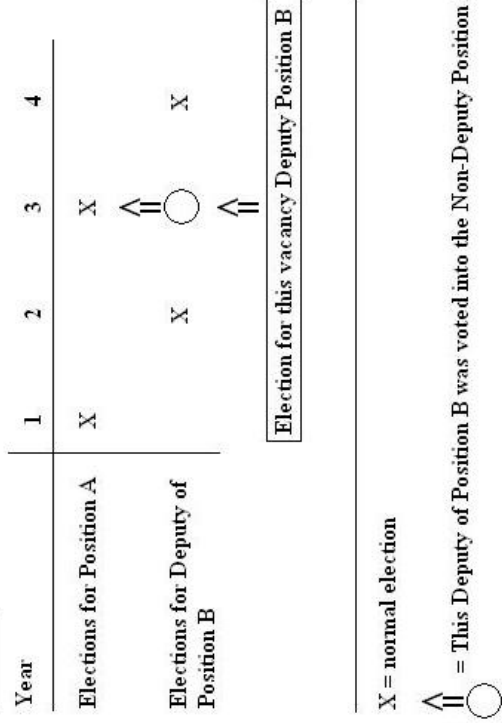
1. On every second Annual General Meeting (AGM) / once every second year on a District Meeting / once every second year on a Zonal Meeting the non-deputy positions (see: Graphic 1 - Position A, B, C, ...) are elected.
2. On the AGM one year later / District Meeting one year later / Zonal Meeting one year later the deputy positions (see: Graphic 1 - Deputy of Position A, B, C, ...) are elected.

<u>Graphic 1</u> Year	1	2	3	4
<b>Elections for Position A, B, C, ...</b>	X		X	
<b>Elections for Deputy of Position A, B, C, ...</b>		X		X

(X = Election)

3. In the case, that a person of a deputy position is elected into a non-deputy position, his old deputy position has to be re-elected in the same AGM / District Meeting / Zonal Meeting. In consequence the elected deputy has for once a one year term, until the next elections for deputy positions are held. (see: Graphic 2). It shall be the same procedure if a person of non-deputy position is elected into a deputy position.

Graphic 2:



## **Attachment 2: Code of Conduct (YPU-Constitution)**

1. Every member of the YPU shall act in respect of the laws of the Republic of Malawi.
2. Honesty:
  - a. Every member is obliged to show at all times his/her highest degree of honesty in issues relating to:
    - Transparency
    - Information sharing
    - Reporting
    - Eligibility
    - Qualification
    - Age
    - Marital status
    - Political affiliation
    - Travel claims
3. Punctuality:
  - a. Every member shall arrive at meetings in time. When a member is delaying, he/she has to give notice.
4. Absentees:
  - a. Every member shall attend every function, activity or meeting of the YPU where he/she is needed.
  - b. If a member can't make it, then he/she shall give notice in advance about the reason.

**Attachment 3: Documentation of Amendments of the Constitution (Guideline)**

1. Every Amendment of the Constitution shall have a number, consisting of the number of the Amendment in this year, and the year in which this amendment was made.

Examples:

1. If it is the first Amendment in 2005, then the number will be “01-05”
  2. If it is the first Amendment in 2006, then the number will be “01-06”
  3. If it is the fifth Amendment in 2006, then the number will be “05-06”
2. Every Amendment shall be dated.
  3. The amended article shall be indicated.
  4. The old article shall be written down.
  5. The new article shall be written down.
  6. The National Director and the National Secretary shall sign this Amendment and prove thereby that it was made in accordance to the constitution.

**Example of Amendment Sheet of Paper:**

<b><u>Amendment of the Constitution:</u></b>	
NUMBER:	01-06
DATE:	17 <sup>th</sup> December 2006
AMENDED ARTICLE:	Chapter I, Article 3
<b>OLD ARTICLE:</b>	
• AIMS AND OBJECTIVES	
(1) Young Politicians Union is formed to assist in promoting unity and multi-partism among the youth of Malawi.	
(2) To encourage the youth to participate in active politics.	
(3) To promote democracy and rule of the law amongst the youth of Malawi.	
(4) To liaise and network with governmental departments and Non-Governmental Organisations and the other organisations internally and externally.	
<b>NEW ARTICLE:</b>	
• AIMS AND OBJECTIVES	
YPU is formed to:	
(1) promote democracy - especially inter and intra-party democracy - and rule of the law.	
(2) assist in promoting unity and multi-partism.	
(3) improve the capacity of generating party ideologies and programmes.	
(4) enhance the role of women and youth in the parties' executive positions and especially avoid that they are used as support forces and instruments of mobilization.	
(5) create a best trained, capable, critical and democratic thinking mass of young politicians who may take on a leadership role in future.	
(6) liaise and network with governmental departments, Non-Governmental Organisations and other organisations internally and externally.	
Signature:	
_____	_____
(National Director)	(National Secretary)