

CONSTITUTION AND BY-LAWS

OF THE

EMAVULANDLELA SWAZILAND SCOUT ASSOCIATION

June 10, 2008 Draft

Constitution of the Emavulandlela Swaziland Scout Association

Article I Name, Headquarters and Jurisdiction

1. The name of the Association shall be Emavulandlela Swaziland Scout Association and it shall be governed by this Constitution and By-Laws, herein after referred to as Swaziland Scout Association, an independent, non political, non governmental, educational organization.
2. Its management shall be vested in a body known as the National Scout Council, herein after referred to as the National Council.
3. The Headquarters of the Emavulandlela Swaziland Scout Association shall be in Mbabane or any other place determined by the National Council from time to time.
4. The jurisdiction of the Emavulandlela Swaziland Scout Association and the National Council shall be over the Kingdom of Swaziland.

Article II Aims

1. The aim of Emavulandlela Swaziland Scout Association is to promote Scouting in Swaziland by:
 - a. promoting unity and understanding of its purpose and principles,
 - b. facilitating its expansion and development.

Article III Bodies

The bodies of the Emavulandlela Swaziland Scout Association are:

1. The National Scout Council, herein after referred to as the National Council.
2. The National Scout Executive Committee, herein after referred to as the Executive Committee.
3. The Head Quarters Commissioners' Committee, herein referred to as the HQ Committee.
4. The National Scout Office, herein after referred to as the National Office.

Article IV Definition and Purpose

Definition

The Scout Movement is a voluntary, non-political educational movement for young people open to all without distinction of origin, race or creed, in accordance with the purpose, principles and method conceived by the Founder and stated below.

Purpose

The purpose of the Scout Movement is to contribute to the development of young people in achieving their full physical, intellectual, social, economical and spiritual potentials as individuals, as responsible citizens and as members of their local, national and international communities

Article V Principles and Adherence to a Promise and Law

The Scout Movement is based on the following principles:

a. Duty to God

Adherence to spiritual principles, loyalty to the religion that expresses them and acceptance of the duties resulting there from.

b. Duty to Others

Loyalty to the country in harmony with the promotion of local, national and international peace, understanding and co-operation.

c. Duty to Self

Responsibility for personal development.

1. All members of the Emavulandlela Swaziland Scout Association are required to adhere to a Scout Promise and Law, as follows:

Scout Promise

On my honour I promise that I will do my best,
To do my duty to God and the King
To help other people at all times, and
To keep the Cub/Scout Law

The Cub Scout Law

A Cub Scout obeys elders,
A Cub Scout tries hard.

The Scout Law

1. A Scout's honour is to be trusted
2. A Scout is loyal,
3. A Scout is helpful,
4. A Scout is a brother or sister to every other Scout,
5. A Scout is respectful and kind,
6. A Scout conserves nature,
7. A Scout is obedient,
8. A Scout is cheerful and courageous,
9. A Scout is thrifty,
10. A Scout is clean in thought, word and deed.

Article VI The Scout Method

The Scout Method is a system of progressive self-education through:

- A Promise and Law
- Learning by doing
- Membership of small groups (for example the patrol), involving, under adult guidance, progressive discovery and acceptance of responsibility and training towards self-government directed towards the development of character, and the acquisition of competence, self-reliance, dependability and capacities both to co-operate and to lead.
- Progressive and stimulating programmes of varied activities based on the interests of the participants, including games, useful skills, and services to the community, taking place largely in an outdoor setting in contact with nature.

Article VII Membership

1. Requirements:

Membership to the Emavulandlela Swaziland Scout Association is open to all who fulfil the requirements for membership.

2. Membership requires:

- a. Adoption of and sustained adherence to the purpose, principles and method as stated in Articles V and VI of this Constitution.
- b. Enrolment to be open to all who agree to subscribe to the purpose, principles and method of Scouting.
- c. Maintenance of the Scout unit/group as an independent, non-political, voluntary educational movement.
- d. Registration of all its members with the National Office.
- e. Regular payment of its annual membership dues.

3. Categories of membership

There shall be two categories of members:

- a. Active members
 - i. Young people who are aged between 7 and 26 years and have made their Scout Promise.
 - ii. Adult leaders, who actively participate in the education of young people or in the management of the Association at all levels. They must have made the Scout Promise.
- b. Supporters, who may be individuals or groups helping to further the Scout Movement, but have not necessarily made the Scout Promise.

Article VIII Suspension and /or Expulsion, Effect of Termination of Membership

1. Suspension and/or Expulsion: The Executive Committee, for just cause and after due deliberation may suspend any member of the Emavulandlela Swaziland Scout Association if in its opinion, he/she no longer fulfils the requirements for membership until the next meeting of the National Council.

The Executive Committee may recommend that such a member be expelled. The National Council has the broadest power to then decide on an appropriate course of action; if its decision is to expel the member, an affirmative vote of two-thirds of the registered delegates present and voting is required.

2. Effect of Termination of Membership: A member who for any reason ceases to be a member, shall no longer be entitled to the privileges and services of the Emavulandlela Swaziland Scout Association, to recognition by its members, and to the use of the emblems and other material associated with Scouting in Swaziland and World Scouting.

Article IX External Relations

1. Other organizations:

- a. It shall promote friendly relations with other national organisations having similar aims and objectives.
- b. Emavulandlela Swaziland Scout Association and all its members shall endorse and adhere to The principles and policies as adopted by the World Scout Conference of the World Organisation of the Scout Movement. The Emavulandlela Swaziland Scout Association shall be registered with the World Scout Bureau.
- c. Emavulandlela Swaziland Scout Association shall to the best of its ability carry out its obligations to the World Scout Bureau and promote friendship and cooperation with other recognized National Scout Associations/Organisations.

2. Political

- a. Every member shall have individual freedom of thought and action in political matters. No member of the Emavulandlela Swaziland Scout Association shall influence or involve the Association in any question of political nature nor shall he/she take part in Scout uniform in any meeting, gathering or other occasion associated with any particular political organization

3. Military

The Emavulandlela Swaziland Scout Association shall not be militaristic in character.

Article X The National Scout Council

1. Composition

The supreme authority of the Emavulandlela Swaziland Scout Association shall be vested in the National Scout Council composed of the following members:

- a. The Chief Scout who shall preside at all meetings of the National Council and the Deputy Chief Scout (s). The number of Deputy Chief Scouts shall not exceed two.
- b. The National Chairman, National Vice Chairman, and members of the National Executive Committee.
- c. The Chief Commissioner and all other Commissioners.
- d. The National Executive Commissioner who shall be the Secretary to the National Council.
- e. The Regional Chairpersons, duly elected at each Regional Scout Council.
- f. Chairperson, Vice Chairperson and Secretary of the National Rover Council.
- g. Three representatives of the Scout Units/Groups that have the right to vote.
- h. Representatives of other organizations with whom the National Council wishes to retain formal relations. Such representatives will not have voting powers but may be invited by the Chief Scout to participate in floor debates.

Article XI Functions

The functions of the National Scout Council are:

1. To promote the development of Scouting in Swaziland

2. To consider and formulate the Policy, Organisation and Rules of the Emavulandlela Swaziland Scout Association to take such action as shall further the purpose of the Emavulandlela Swaziland Scout Association.
3. To hold elections as provided for in this Constitution and By-Laws.
4. To consider reports and recommendations presented by the Chief Commissioner and the Executive Committee.
5. To consider proposed amendments to this Constitution, By-Laws and POR.
6. To perform other duties resulting from this Constitution, By-Laws and POR.
7. To elect the Chairperson and Vice Chairperson of the National Executive Committee.
8. To appoint an Auditor (s).
9. To approve the appointment of the Chief Commissioner, National Treasurer, and Legal Advisor.
10. To receive annual audited Accounts from the Treasurer for adoption.

Article XII Patron

The Patron of the Emavulandlela Swaziland Scout Association shall be His Majesty the King and Ngwenyama of the Kingdom of Swaziland.

Article XIII Chief Scout

1. The Chief Scout shall be appointed by the Patron for a period of 3 years, renewable for another 3 year term, on the recommendation of the National Scout Council.
2. **The functions of the Chief Scout are:**
 - a. To chair meetings of the National Scout Council.
 - b. To foster and encourage highest standard of Scouting in Swaziland.
 - c. To sign warrants of appointments of adult Scout Leaders.
 - d. To represent the Patron to the Emavulandlela Swaziland Scout Association and report regularly.
 - e. To appoint the Deputy Chief Scout (s), who shall serve for a period of 3 years renewable for another 3 year term.

Article XIV Voting

1. Each member shall have one vote and, except as provided under paragraph 2 of this Article, resolutions shall be taken by a simple majority of the members present or represented and voting. In the event of a tie, the motion is defeated.
2. Decisions concerning the expulsion of members (Article VIII, paragraph 1), the determination of the annual registration fee (Article XXXIII, Clause 1) and the amendment of this Constitution (Article XXXV), shall be taken by a two-thirds majority of delegates present and voting.
3. Any member who is unable to be present at a meeting of the National Council may vote by proxy given to another member, but no member may accept more than one proxy.
4. Any member who shall have failed to pay his/her annual registration fee, including up to the end of the fiscal year preceding the National Council meeting shall forfeit his/her right to vote at that meeting of the Council, unless remission or postponement of dues has received prior authorization from the Executive Committee.

Article XV Meetings

1. There shall be an annual meeting of the National Scout Council at such a time and place as the Executive Committee may decide.
2. An extra-ordinary meeting may be called on the decision of the Executive Committee, or at the request of not less than one third of the members of the National Scout Council.
3. A quorum to do business shall consist of two-thirds of the registered delegates entitled to vote.
4. The National Scout Council shall adopt its own rules of procedure.
5. The Chief Scout or one of his/her Deputies shall chair meetings of the National Scout Council.
6. This meeting shall be at the end of September each year.

Article XVI The Executive Scout Committee

The Executive Committee is the executive organ of the Emavulandlela Swaziland Scout Association. Its members shall consider the interests of Scouting as a whole and shall neither consider themselves, nor be considered, as representing any particular member Scout unit/group, region or area.

1. Composition:

The Executive Scout Committee shall be composed of the following members:

- a. The National Chairman who shall chair meetings of the Executive Committee.
- b. The National Vice Chairman who shall chair meetings of the Executive Committee in the absence of the National Chairman.
- c. The Chief Commissioner.
- d. A National Treasurer, appointed by the Council.
- e. A Legal Advisor, appointed by the Council.
- f. Two persons elected annually by the National Scout Council, by secret ballots.
- g. The National Executive Commissioner who shall be Secretary of the National Executive Committee and ex officio of all its subsidiaries.
- h. A government representative
- i. The Chief Scout as an ex officio member
- j. The Deputy Chief Scout (s) as ex officio members
- k. Regional Council Chairpersons (4)

Term of Service of Elected Members:

The term of office for all members of the Executive Committee shall be 3 years. All members shall be eligible for re-election for another three-year term.

Vacancies:

In the interval between the meetings of the National Scout Council, the Executive Committee may accept resignations and fill vacancies in its elected members until the next meeting of the National Council.

Article XVII Functions

The functions of the Executive Committee are:

1. To act on behalf of the National Scout Council between its meetings; to give effect to its decisions, recommendations and policies; and to represent it at local, national and international events.
2. To promote Scouting in Swaziland by means of visits, correspondence, training courses, and other appropriate action.
3. To advise and assist Scout units/groups in carrying out the purpose, principles, and the Scout method.
4. To suspend provisionally the membership of a member.
5. To prepare the agenda and procedure of the meetings of the National Council, giving consideration to suggestions from members.
6. To approve the appointment of the National Executive Commissioner of the Emavulandlela Swaziland Scout Association who shall supervise the management of the National Office and approve its budget.
7. To accept the responsibility to mobilise resources to fund the approved budget of the Emavulandlela Swaziland Scout Association.
8. To approve By-Laws governing Regional/Area Scout Councils.
9. To approve the appointment of all National Scout Commissioners.
10. To grant consultative status to such organizations as may be of assistance to Scouting in Swaziland.
11. To decide upon granting of awards for services to Scouting in Swaziland.
12. To exercise other functions resulting from this Constitution.
13. To appoint a Constitutional Review Committee.

Article XVIII Voting

1. Each member of the Executive Scout Committee shall have one vote.
2. Resolutions shall be taken by a simple majority of the members present and voting, in the event of a tie, the motion is defeated.

Article XIX Meetings

1. The Executive Scout Committee shall meet at least 4 times a year at such a time and place as the Committee may decide.
2. The quorum to do business shall constitute 50% members.
3. The Chairperson or the Vice Chairperson shall chair all meetings of the Executive Committee.
In the event both are absent, members present and voting shall elect a Chairperson to conduct the business of the Executive Committee.
4. The Executive Committee, in order to effectively carry its functions may establish sub-committees.

Article XX The Head Quarters Commissioners Committee

1. Composition:

The Head Quarters Commissioners Committee shall be composed of the following:

- a. The Chief Commissioner who shall chair meetings of the Head Quarters Commissioners Committee.
- b. A Deputy Chief Commissioner who shall chair meetings of the Head Quarters Commissioners Committee in the absence of the Chief Commissioner.
- c. The National Executive Commissioner who shall be the Secretary.

- d. All National Commissioners.
- e. All four Regional Commissioners.

2. Functions:

The functions of the Head Quarters Commissioners Committee are:

- a. To effect and implement policies, recommendations and decisions of the Executive Committee.
- b. To further the promotion of Scouting at international, national, regional and area level.
- c. To act as an advisory body to the Executive Committee.

3. Meetings:

The Head Quarters Commissioners Committee shall meet at least twice a month.

4. Voting

- a. Each member of the Head Quarters Commissioners Committee shall have one vote.
- b. Resolutions shall be taken by a simple majority of the members present and voting.
In the event of a tie, the Chairperson will have a casting vote.

Article XXI Chief Commissioner

1. The Chief Commissioner shall be appointed by the Chief Scout in consultation with the Executive Committee.

2. Functions:

The functions of the Chief Commissioner are:

- a. To nominate Head Quarters Commissioners for appointment in consultation with the Executive Committee. Appointments shall include national commissioners for youth programme, adult resources and international affairs.
- b. To supervise and co-ordinate the work of all National Scout Commissioners.
- c. To withdraw or suspend the warrant of any Scout leader provided that he/she shall bring such action to the notice of the Executive Scout Committee.
- d. To chair meetings of the Head Quarters Commissioners Committee.

3. Vacancy:

In the event of there being no Chief Commissioner at any time or during the absence, inability to act of the Chief Commissioner, the Deputy Chief Commissioner shall act for him/her pending resumption of duty or appointment of a new Chief Commissioner, or if there be no Deputy the Executive Committee may nominate one of the National Scout Commissioners.

4. Term of Office:

It shall be three years and may be eligible to be nominated for a further three year term.

Article XXII The National Office

The National Office shall serve as the Secretariat of the Emavulandlela Swaziland Scout Association.

1. Composition

It shall comprise the National Executive Commissioner and such staff as the Association may require. The National Executive Commissioner shall be appointed by the Chief Commissioner and shall be the chief administrative officer of the Emavulandlela Swaziland Scout Association.

2. The National Office shall consist of its National Headquarters and such Regional Offices as are established under this Constitution.

Article XXIII Functions of the National Executive Commissioner

The functions of the National Executive Commissioner are:

- 1 . To direct the work of the National Headquarters.
- 2 . To appoint, supervise and remove the staff of the National Headquarters, as provided by the Executive Committee.
- 3 . To make contacts, as necessary, by correspondence and visits in order to promote and safeguard the interests of the Movement.
- 4 . To exercise other functions resulting from this Constitution, POR, and such other duties as National Scout Council and the Executive Committee may delegate to him/her.
5. To be responsible to the Chief Commissioner.
To act as Secretary to the National Scout Council, Executive Committee, Head Quarters Commissioners Committee and the National Headquarters.

Article XXIV Functions of the National Headquarters

The functions of the National Headquarters are:

- 1 . To assist the National Scout Council, Executive Committee, and its sub-committees in the fulfilment of their functions, to make preparations for all their meetings, and to provide the necessary services for the implementation of decisions.
- 2 . To provide the services necessary for the promotion of the Scout Movement in Swaziland, such as research and documentation, training, programme, community development, public relations and publications.
- 3 . To promote the development of Scouting in areas where it does not exist.
- 4 . To maintain relations with member Scout units, and to assist them in the development of Scouting.
5. To enquire into applications for membership, requests for aid and other similar matters.
- 6 . To supervise the organization of national Scout events.
- 7 . To maintain relations with national organizations whose activities are concerned, inter alia, with young people.

8. To maintain the register, census returns and assets of the organisation.
9. To keep and maintain an inventory for the organisation.

Article XXV Regional Scout Councils

1. Composition

- a. Formation:
Regional Scout Councils may be established in conformity with the requirements of this Constitution, comprising members of the Emavulandlela Swaziland Scout Association so desiring within a unified geographical area to be defined from time to time by the National Scout Council.
- b. Each Regional Scout Council shall be composed of the following bodies:
 - (i) Three representatives of each Area.
 - (ii) A Regional Scout Committee, duly elected by the Regional Council.
 - (iii) Regional Scout Commissioners Committee, comprising regional/area leaders of adults (i.e. commissioners, trainers, etc).
 - (iv) Chairperson, Vice Chairperson and Secretary of the Regional Rover Council.
 - (v) A Regional Scout Office.

Article XXVI Functions

1. The functions of the Regional Scout Council are:
 - a. To further promote Scouting within the region, and to advise the National Scout Council in activities/ programmes necessary for the development of Scouting within the region.
 - b. To ensure the proper implementation of the decisions and policies laid down by the Emavulandlela Swaziland Scout Association which affect the Region.
2. The functions of the Regional Scout Committees are:
 - a. To provide services necessary to member Scout units when required.
 - b. To perform other duties as provided in the Constitution and other laws contained in the POR governing Regional Scout Councils.
 - c. To act as an advisory body to the National Executive Committee.
 - d. To raise funds for the Region.
3. The functions of the Regional Scout Commissioners Committee
 - a. To further implement decisions of the Regional Scout Committees.
4. The functions of the Regional Offices are:
 - a. To serve as Secretariat of the Regional Scout Councils.
 - b. To serve as Secretariat of the Emavulandlela Swaziland Scout Association in matters relating to the Region.

Article XXVII Area Scout Councils

1. Composition

- a. Area Scout Councils may be established in conformity with the requirements of this Constitution, comprising members of the Emavulandlela Swaziland Scout Association so desiring within a unified geographical area to be defined from time to time by the National Scout Council.
- b. Each Area shall be composed of the following bodies:
 - (i) An Area Scout Council, comprising representatives from the Groups.
 - (i) An Area Scout Committee, duly elected by the Area Scout Council.
 - (ii) An Area Scout leaders Committee, led by the Area Commissioner and duly elected by the Area Council.

Article XXVIII Functions of the Area Scout Council

1. The functions of the Area Scout Council are:
 - a. To further the promotion of Scouting within the Area.
 - b. To ensure the proper implementation of the decisions and policies laid down by the Regional Scout Council which affect the Area.
 - c. To perform other duties as provided in this Constitution or other laws governing Area Scout Councils as laid down in the POR.
2. The functions of the Area Scout Committee are:
 - a. To provide services necessary to member Scout units/ groups when required.
 - b. To perform other duties as provided in this Constitution and the POR.
 - c. To act as an advisory body to the Regional Scout Committee.
3. Functions of the Area Scout leaders Committee
 - a. To implement decisions and policies on behalf of the Area Scout Committee.
 - b. To promote Scouting in the Area by planning and organising activities, training, correspondence, visits, etc.

Article XXIX Scout Units/Groups

1. Composition
 - a. Scout units/groups may be established in conformity with the requirements of this Constitution in any institution (e.g. school, church, college, university, etc) or in a community. There shall be not more than one Scout group in any institution.
 - b. Application for membership shall be submitted to the National Office in a formal application. The application shall list the number of members, all of whom shall have satisfied the membership requirements. The minimum number of members is ten including the leaders as contained in the POR.

Article XXX Scout Units/Groups in Good Standing

1. A Scout unit/group in good standing is one which has met its financial obligations to the Emavulandlela Swaziland Scout Association; and which has not been declared in-active or suspended, or had its application revoked, or has not otherwise been deemed in violation of this Constitution and the POR.

2. A Scout unit/group shall be considered in-active when it fails to remain in good standing for two consecutive years. The membership of an in-active Scout unit shall be declared null and void by the National Scout Council. Re-application procedure shall consist of fulfilling all requirements for a new Scout unit.

3. A Scout Unit/group which has paid will have access to the services of the Scout Movement.

Article XXXI Scout Unit/Group Permanent Mailing Address

Each Scout unit/group shall maintain a post office box or other permanent Scout unit mailing address or an e-mail address.

Article XXXII Scout Unit/Group Funds

Scout units/groups may establish their reasonable funding, in addition to those established by the National Scout Council.

Article XXXIII Finance

1. Scout Unit/Group Fee:

A Scout unit/group fee set from time to time by the National Scout Council shall be paid by each Scout unit/group applying for membership at the time its application is submitted to the National Office. Annual subscriptions shall be paid to the National Office by June 30.

a. Youth Members:

There shall be a National Registration Fee set from time to time by the National Scout Council to be paid by each new youth member. The registration fee shall be submitted together with the Scout unit/group application for membership. In case of Lone Scouts, the application for membership, together with the registration fee shall be sent to the National Office. The Lone Scout satisfies all requirements for membership.

b. Adult Members:

There shall be a National Registration Fee set from time to time by the National Council, to be paid by each new adult member. The registration fee shall be submitted together with the Scout unit/group application for membership, or with the Annual Scout Unit/Group Returns.

In case of adult members not directly assisting Scout units/groups, the registration fee shall be sent to the National Office on appropriate application forms.

2. Annual Scout Unit/Group Returns:

Annually by June 30, Scout units/groups are required to submit annual returns to the National Office. The Annual Returns shall list all members of the Scout unit/group. The Annual Returns shall be submitted together with the Annual Scout Membership Dues and the members' annual dues set from time to time by the National Council.

In the event there being new members, the Annual Returns shall be accompanied by application for membership from such new members and their appropriate registration fees.

1. The membership fees and annual membership dues are non-refundable.

2. All funds shall be deposited to the credit of the National Office, and shall be disbursed by the National Treasurer in accordance with a budget approved and certified by the National Scout Council.
3. The financial records of the Emavulandlela Swaziland Scout Association shall be audited by a certified Public or Registered Accountant and a report concerning the financial affairs shall be submitted annually by the National Treasurer to the National Council, and shall be sent to all member Scout units/groups.

Article XXXIV Interpretation, Regulations

The National Scout Council shall have the power to vary or cancel the POR, to carry out the objectives of this Constitution and By-Laws and provide for the effective conduct of the affairs of the Association provided they do not conflict in any respect with any of the Articles of this Constitution and By-Laws.

Article XXXV Amendments to the Constitution and By-Laws

This Constitution and By-Laws may be amended by the National Scout Council at an AGM or extraordinary meeting by a two-thirds majority of those eligible to vote. Texts of the proposed amendments shall be communicated by the National Office to all members of the National Scout Council one month in advance of the time of the meeting. Such amendments shall not be effective unless and until it has been approved by the World Scout Committee.

Article XXXVI Miscellaneous Provisions

1. This Constitution and By-Laws shall come into effect on the date of adoption by the National Scout Council, following its approval by the World Scout Committee. From the same date the Constitution and By-Laws of any and all former Scout organizations within the Kingdom of Swaziland shall be deemed to have been superseded.
2. All rights, authorities and assets which prior to this Constitution being adopted were vested in the Swaziland Boy Scouts Association shall from commencement of this Constitution and By-Laws remain so registered as property of the Emavulandlela Swaziland Scout Association as represented by the National Scout Council.
3. Definitions: Specification of all ranks requiring definitions to interpret any Article of this Constitution and By-Laws or qualify the holder for a seat shall be in accordance with the Policy, Organization and Rules of the Emavulandlela Swaziland Scout Association.
4. Descriptions: The badges, uniforms and flags to be used by members shall be in accordance with the Policy, Organisation and Rules of the Emavulandlela Swaziland Scout Association.
5. Consideration of any matters not mentioned heretofore shall be in accordance with the Policy, Organisation and Rules of the Emavulandlela Swaziland Scout Association.

Article XXXVII Dissolution of the Association

In the unlikely event of a dissolution which may be caused among other things by political instability and unrest in the country, all assets shall be sold and pay all debts and liabilities.

The remaining proceeds shall be donated to a registered charity with similar objectives as that of the Emavulandlela Swaziland Scout Association.

BY-LAWS

By-Law I

The National Scout Council

Section 1: Notice of Meetings

The Notice of an ordinary meeting of the National Scout Council shall be mailed by the National Headquarters to all members at least one month in advance of the time of the meeting and, in case of an extra-ordinary meeting, at least two weeks in advance. Further, the notice shall be advertised in two widely circulating national newspapers for a period of two weeks, and in case of an extra-ordinary meeting, at least one week in advance. The notice, to such extent as may be possible, shall include the agenda of the meeting.

Section 2: Agenda of Meetings

The Executive Committee shall invite National Scout Council membership to suggest or propose subjects for inclusion in the agenda of an ordinary meeting of the National Scout Council at least three months in advance of the meeting. Any subject proposed by five or more member Scout units shall be included in the agenda in the form proposed.

Section 3: Credentials

The National Executive Committee shall appoint two of its members to be in charge of verifying the credentials of delegates to the National Scout Council. They shall be assisted by the National Executive Commissioner.

Section 4: Election of the Chairperson and Vice Chairperson

At the expiry of their term of office, the National Scout Council shall elect by secret ballot a Chairperson and Vice Chairperson.

Section 5: Voting by Proxy

Members of the Executive Committee may vote by proxy given to any member of the Committee, but no member may accept more than one proxy.

Section 6: Secretariat

The National Executive Commissioner shall serve as the Secretary of the National Scout Council. In the interim periods between meetings of the Executive Committee, matters shall be submitted by the National Executive Commissioner to members by correspondence.

By-Law II

The Executive Committee

Section 1: Notice of Meetings

Notice of meetings shall be mailed by the National Office so as to be received by members of the Committee at least 14 days in advance of the time set for the meeting. The notice, to such an extent as may be possible, shall include the agenda of the meeting.

Section 2: Vacancies

Four months in advance of the next meeting of the National Scout Council, the National Office shall notify all members of the National Scout Council that certain vacancies on the Committee shall be filled by elections thereat, and shall request member to send in names of candidates at least six weeks in advance of the meeting of the National Scout Council. The nomination of a candidate shall be made or endorsed by his own Scout unit/group. This list of nominees shall be sent out to all members in advance of the National Scout Council meeting and no additions thereto may be subsequently accepted.

Section 3: Nomination of Chief Commissioner

At the expiry of the term of office, the Executive Scout Committee shall nominate a Chief Commissioner. The Chief Commissioner shall be appointed by the Chief Scout at the National Scout Council meeting.

By-Law III

The National Office

The National Office shall be incorporated in accordance with the laws of the Kingdom of Swaziland.

By-Law IV

Amendment of BY-LAWS

These By-Laws may be amended by the National Scout Council at any of its meetings by a simple majority of the members present and voting. Text of the proposed amendments shall be communicated.