

JAPAN-KENYA STUDENTS CONFERENCE

The By-laws of Japan Kenya Students Conference

These bay-laws concerning the organization and administration of the Japan-Kenya Students Conference have been developed for the explicit purpose of creating a smooth running and effective organization in Japan and Kenya.

CHAPTER 1

General Rules

Article 1

Our Name Our formal name is the Japan-Kenya students Conference (henceforth to be referred to as "JKSC" in this document).

Article 2 Our Purpose

JKSC's purpose is to create and promote avenues of cooperation between Kenya and Japan now and in the future to expand to East Africa, Africa and the global world. We will endeavor to have clear and constructive debate and many kinds of activities to promote a good relationship and cooperation. We are committed to making a contribution to world peace actively through effective communication.

Article 3 Qualifications for Membership in JKSC

All university students, postgraduate students, junior college students and vocational school students who live in Japan and Kenya are eligible to join in JKSC. They need only to be independent of and neutral on any politics, religion, thoughts and creeds. JKSC gives the right to students who are able to qualify and adhere to the idea and purpose of the Article 2. For one to be a member he/she should apply for admission.

CHAPTER 2

The Organization

Article 4 Executive Committee Membership

1. The JKSC Executive Committee will be dedicated to implementing the intentioned purpose of JKSC, including encouraging all participants through the election process to organize and become member of the Executive Committee, with some exceptions.
2. The Executive Committee consists of the chief executive, the vice chief executive(s), the secretary, members of the General Affairs division, members of the Financial division, members of the PR division and members of the Planning division, members of the International affairs division and members of the academic division. The divisions will be explained in detail afterwards.
3. Each member of the Executive Committee can hold more than one post, if necessary.
4. Each member of the Executive Committee will be required to pay membership dues. The amount is decided by the members of the Executive Committee every year. The agreement of the majority is necessary to change the amount of the membership dues.
5. Each member of the Executive Committee has the right to take part in and speak concerning decisions made in JKSC.
6. The Executive Committee may choose members any time. When members are chosen, they must be judged as to whether or they meet the qualification s stated in article 3. If they do, they may take part in the Executive Committee.

Article 5 The Constitution of the Executive Committee

1. The officers below are chosen democratically in and by the members every year. The Executive Committee must appoint new officers at

the end of the JKSC Conference or during its term of service, as may be deemed necessary. 2. Confirmation of the Executive Committee members shall be done by the founder and will be based on merit such as member's participation in volunteer activities, upright CV, good leadership qualities etc. 3. The Executive Committee in the first, second and third JKSC conference (3 years) will be appointed by the founder of the JKSC.

1. Chief Executive One chief executive will be appointed by the founder for the 1st three years to represent and supervise JKSC after which the executive committee will be elected democratically by the members.

2. Vice Chief Executive The Vice Chief Executive assists the chief executive. The Executive committee may choose from one to three vice chief executive(s). 1st Deputy Vice Chief Executive, 2nd Deputy and 3rd Deputy Vice Chief Executive may be appointed.

3. Executive Secretary The Executive Secretary's responsibility is to set up, make contacts, schedule and organize study meetings and other lectures to provide the chance for members to study. The secretary also plays a central part in communication. The Executive secretary also plays a central part in communication.

4. Establishment of Divisions The Executive Committee is responsible for establishing a General Affairs Division, Financial Division, Public Relations Division, Planning Division, Academic affairs division and International Affairs Division to ensure the administration of JKSC as a smooth running, effective, and balanced organization. In addition, the Executive Committee may set up new divisions as necessary. The head in each division will be responsible for its operation and should have necessary manpower for its operation.

1. General Affair Division The General Affairs division is responsible for recording every meeting, reserving the meeting place and keeping the necessary materials, activities organized and running smoothly. It is also responsible for keeping in communication with the

persons concerned and interested parties in both Japan and Kenya and a report should be prepared concerning its activities to be presented at every meeting.

2. The Financial Division The Financial division is responsible for managing the financial affairs of the JKSC. All of the outgoing and incoming transactions are to be recorded, as well as, the creation and implementation of the budget. The Financial Division will also play a large part in expanding public contacts for the purpose of finding new sources of revenue to ensure JKSC's effective efficient operation.

3. Public Relation Division The Public Relations (PR) Division is responsible for arranging public activities for JKSC and recruitment of potential new members. The PR division is also responsible for the publication of the quarterly JKSC newsletter. JKSC is responsible for presenting its work, cause, and purpose to universities, graduate schools, junior colleges, vocational schools and the public at large.

4. Academic Affairs Division The Academic Affairs Division is responsible for organizing academic workshops, research or any other academic event that may arise.

5. Planning and Development Division The planning and Development division is responsible for bringing the JKSC into the twenty-first century through plans and projects that are appropriate in fulfilling the purpose of which JKSC is dedicated, including cooperation between Japanese and Kenyan delegations.

6. International Affairs Division International Affairs Division is responsible for ensuring smooth exchange of values such as culture and any other exchange programs as it may be deemed necessary.

Article 6 Regular Adviser JKSC has at least one Regular Adviser to be

appointed at the General-Meeting. The Executive Committee will empower only an Adviser who is dedicated to the mission of JKSC, its purpose, and standing as an effective organization.

Article7 Sponsor's committee

1. The sponsors committee consists of the founders, the people who have participated at least once, the Adviser and the supporters of JKSC. All members of the sponsor's committee are required to pay membership due.
2. Members of sponsor's committee are eligible to vote and speak in the General-Meeting and subscribe to the bulletins.

Article8 General-Meeting

1. JKSC recognizes the general meeting to be its own Supreme decision-Making Institution.
2. The regular General-Meeting is to be held at least once a year by the members of the Executive Committee. All members of the Executive Committee and the people who qualify in accordance with Article7,1 can attend the general-Meeting. As a matter of principle, all members present will determine the proceedings.
3. The sponsor's committee has the authority to require the Executive Committee to call an emergency General-Meeting in the event that such a meeting is deemed necessary. The Executive Committee must concur as soon as possible. Decision made by members must be initiated in keeping with Article 8.2. The executive Committee should consider the opinions of proposer with respect
4. Contents.
 1. Decisions concerning choosing and dismissal of officers
 2. Decisions concerning forced resignation of officers from JKSC
 3. Financial report
 4. JKSC Activity report for the current year
 5. Revision of JKSC by-laws
 5. Other appropriate business deemed necessary by members.

CHAPTER 3

Appendix

Article9 Disciplinary Regulations

The chief executive can withdraw the right of any member who violet the regulations set forth in the JKSC by-laws, in agreement with the counsel of the Executive committee.

Article10 Revision of By-laws The revision of JKSC by-law may be proposed only by members of the Executive Committee and/or officers of the sponsor's Committee and must be brought up in the General-Meeting for a vote. The revision must follow in accordance with the regulations set forth in Article8.3 and 3.

Article11 Execution of By-Laws These regulations are promulgated by the chief of the Executive Committee and carried out in agreement with all members in the JKSC.