

**Ethiopian Meteorological Society  
(ETMS)**

**Statute of the Society**

2010

## **INTRODUCTION**

Meteorology is wide in scope and its application covers a range of socio-economic sectors. Its interplay with various economic sectors is closely tied. The science of meteorology supports a country's economic development and prosperity through the provision of weather and climate products. In view of this the National Meteorological Services Agency was established in April 1980. Before its establishment and since thereafter a number of professional meteorologists have been produced within the country.

These professionals have got together to establish professional society with a view to:

- Developing the science of meteorology;
- Contributing to the country's programme on food security;
- Supporting the efforts to enhance science and technology and enriching the science of meteorology and allied hydrological and atmospheric sciences; and
- Contributing to the country's development efforts.

To attain these aims the professionals in the field whose names are listed in the last page of this document has established the professional Society named in Article 2 of this Statute and hereafter called ' Yeethiopia Yemeteorology Balemuyawoch Mahiber '.

## **Article 1**

### **Establishment**

The Society is established on October 25, 2006 for unlimited period of time in accordance with the Ethiopian civil code number 404 issued in 1960 and Associations' registration regulation number 321/1959.

## **Article 2**

### **Name of the Society**

The Society established herewith shall be called Yeethiopia Yemeteorology Balemuyawoch Mahiber (Ethiopian Meteorological Society) with the acronym EMIBAMA.

## **Article 3**

### **Address (Head office)**

Head office of Yeethiopia Yemeteorology Balemuyawoch Mahiber (Ethiopia Meteorological Society), hereafter is referred to as "The Society ", is located in Addis Ababa, Lideta Sub-city, Kebele 07/14, house No. 900. The Society's General Assembly has the right to open branch offices whenever necessary.

## **Article 4**

### **Goals of the Society**

1. To contribute its part in conducting studies and research aimed at promoting creativity in the effort to advance modern science and technology in the fields of Meteorology, hydrology and atmospheric science in the country
2. To create awareness among the society regarding the science of Meteorology as well as to undertake various activities to attract students, and professionals/researchers towards the science.

3. To exchange technology and knowledge by establishing professional relationship with similar societies within and outside the country.
4. To co-operate with regional and international organizations engaged in meteorology, hydrology and atmospheric sciences towards the development of these science in the country.
5. To enable the science of Meteorology, and allied hydrology and atmospheric sciences play a significant role in accelerating the economic and social development of the country.
6. To foster close relationship among members so that they develop and engage in social activities among themselves.

## **Article 5**

### **Membership**

Membership shall be on voluntary basis and the Society may have regular, student and organizational members as well as other members associated with the work of the Society and their memberships shall be decided by the General Assembly of the Society.

#### **5.1 Regular Member**

University or college graduate in meteorology or related fields as well as any person having at least a certificate from relevant training institutions in meteorology or related fields who is currently engaged in these fields and making contributions towards their development or who has now retired or resigned after serving in these fields.

#### **5.2 Student Member**

A student who is now studying meteorology or related fields in an officially recognized higher learning institution can be a student member of the Society until he completes his education.

#### **5.3 Organizational Member**

Any educational, research, governmental and non-governmental organization that provides support and assistance towards the

development of meteorological science can be a member organization of the Society.

#### **5.4 Registration**

The registration process will be done in accordance with the Bylaws of the Society.

#### **Article 6**

##### **Rights of Regular Member**

1. To elect or be elected to any leadership position within the Society
2. To share the benefits that the Society may obtain.
3. To get the support and advice of the Society in his efforts to develop his professional knowledge and creativity
4. To provide suggestions, comments, recommendations to the various bodies of the Society including to its top officials and obtain corresponding responses.
5. To freely express his views in any meeting of the Society.
6. To have full information regarding fixed and non-fixed assets, income and expenses of the Society.

#### **Article 7**

##### **Duties of Regular Member**

1. To observe the rules and regulations of the Society.
2. To pay membership fees regularly.
3. To respect and follow professional ethics.
4. To pay all dues in the event of termination of membership
5. To actively participate in fulfilling the visions and objectives of the Society.

#### **Article 8**

##### **Right of Student Member**

He/she shall exercise all of the rights mentioned in Article 6 with the exception of those mentioned in article 6, sub Articles 1 and 2 of this Statute of the Society.

## **Article 9**

### **Obligation of Student Member**

He/she shall observe all of the obligations mentioned in Article 7 of this Statute of the Society.

## **Article 10**

### **Right of Institutional Member**

An institutional member shall exercise all of the rights mentioned in Article 6 with the exception of Article 6, sub Article 1& 2 of this Statute of the Society.

## **Article 11**

### **Obligation of Institutional Member**

An Institutional member shall observe the obligation mentioned in Article 7 of this Statute of the Society.

## **Article 12**

### **Conditions for the Termination of Membership**

Membership can be terminated when:

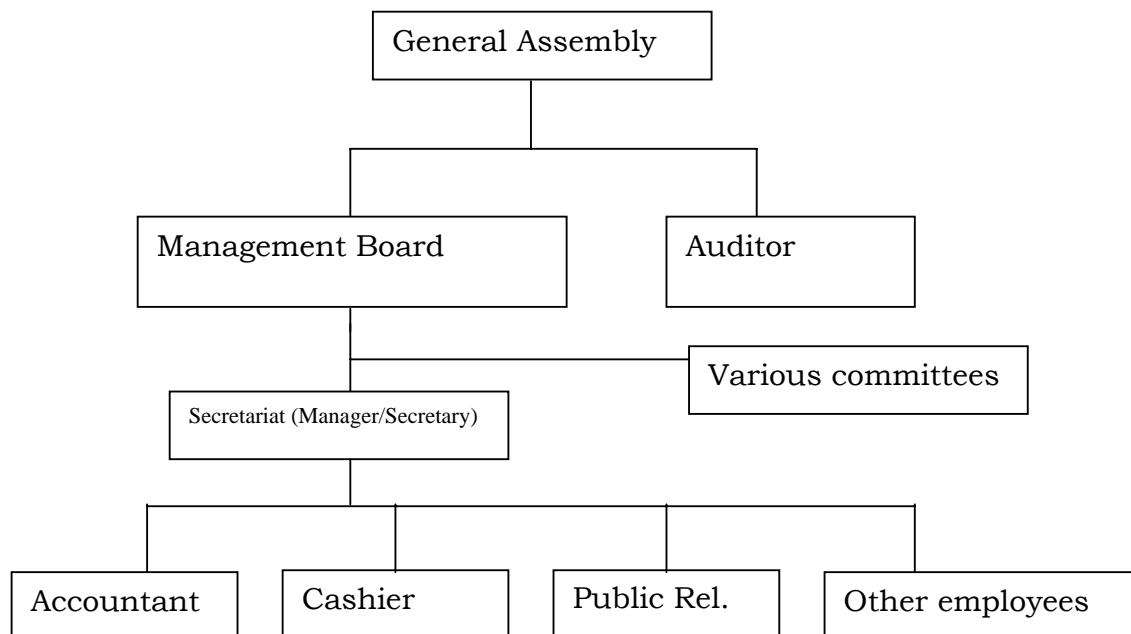
1. The member dies.
2. An authorized court or the General Assembly of the Society decides for his/her dismissal, in accordance with this Statute, or
3. The member requests, in writing, for termination.

## **Article 13**

### **Organizational structure of the Society**

1. Voluntary members of the profession shall gather together and establish the General Assembly.
2. The General Assembly shall establish the Management Board.
3. The Management Board shall establish the Office.

The Society is structured as follows:



#### **Article 14**

##### **Powers and Duties of the General Assembly**

The General Assembly is comprised of the members indicated under Article 5 of this Statute and shall have the following powers and duties:

1. The Society embraces Ethiopian Meteorological professionals.
2. The General Assembly is the supreme organ of the Society.
3. The General Assembly establishes the Management Board and appoints members of the Management Board.
4. The General Assembly holds a regular meeting once a year.
6. Elects members of the Management Board.
7. Examines and approves work programmes and budget.
8. Appoints the Auditor.
9. Amends the Statute of the Society.
10. The General Assembly includes founding members, Board members and designated members.

11. Hears and approves the Society's activity and audit reports.

## **Article 15**

### **Powers, Duties and Tenure of the Executive bodies of the General Assembly**

The General Assembly shall have one chairman and one secretary, whose powers, duties and tenure are as follows:

1. Chairman of the General Assembly

- A. Chairs the meeting of the General Assembly, heads the Board.
- B. Ensures the proper execution of directives and decisions issued by the General Assembly.
- C. Ensures that the activity and audit reports approved by the General Assembly are received by the concerned government bodies and donors.
- D. Prepares the order of business in the order of priority and ensures that it is included in the agenda of the General Assembly by the Secretary.

2. Secretary of the General Assembly

- A. Attends all meetings of the Society, prepares the agenda, and records minutes of meetings.
- B. Presents annual reports and other reports in a timely manner.
- C. Registers and documents all the correspondence of the Society.
- D. Keeps the Society's seal, files and documents.
- E. Keeps under his custody the properties of the Secretariat.

3. The term of office of the executive bodies is two years, and each can be elected for an additional one term with the approval of General Assembly.



## **Article 16**

### **Meeting, election and decision Making of the General Assembly**

1. The General Assembly holds a regular meeting once a year. However, it can call for extraordinary meetings whenever necessary.
2. An extraordinary meeting can be called upon the request of over 10% of members of the Society.
3. In the event of election, the General Assembly ensures that there is a quorum and designates a three-member electoral committee.
4. The electoral committee formulates election criteria and upon the approval of the General Assembly, conducts the election.
5. A quorum is constituted in the presence of 51% of regular members of the Society; in the absence of a quorum a second meeting can be called and the meeting of the General Assembly can proceed with members present, provided that all members have received the invitation to attend the meeting; the meeting will deliberate only on the items mentioned in the invitation letter.
6. If it turns out to be difficult to bring together all members of the Society for a meeting due to high number of members, meetings can be attended through delegation. The delegation process shall be determined in the bylaws of the Society.
7. Decisions are passed with a majority vote. In the event of a vote tie, the vote of the chairman shall be decisive.

## **Article 17**

### **Powers and duties of the Management Board**

The Management Board is accountable to the General Assembly and shall have the following powers and duties:

1. Appoints and terminates the contract of the Manager/ Secretary of the Society.
2. Ensures that the Manager/Secretary implements the decisions and plans issued by the General Assembly.

3. Considers the recommendations of the Management to issue new policies or to amend existing ones and, as necessary, presents it to the General Assembly, with its own additional proposals, for its approval.
4. Ensures that there are adequate resources for the execution of the Society's programs, maps out viable mechanisms to secure donation;
5. Recommends to the General Assembly for its approval the opening of branch offices at suitable locations.
6. Examines the activity reports of the Management and submits the same with recommendation to the General Assembly.
7. Issues employment directives and administrative regulations.
8. Deliberates on the short, medium and long-term plans and budget of the Society and submits the same to the General Assembly for approval.
9. Issues working directives; approves the calling of an extraordinary meeting of the General Assembly.
10. May establishes various committees.

## **Article 18**

### **Members of the Management Board**

1. The Management Board shall have seven members.
2. The Board elects its Chairman and Vice chairman.
3. The Manager/Secretary of the Society shall be a non-voting Secretary of the Board.
4. The Chairman.
  - A. Chairs the meetings of the Board.
  - B. Delivers the decisions of the Board to the General Assembly.
  - C. Delivers policies, strategies and directives issued by the Board to the General Assembly for approval.
  - D. She/he is accountable to the General Assembly and the Board.
  - E. Ensures that the Manager/Secretary implements the decisions passed by the General Assembly and the Board.

- F. Closely follows up the performance of the Management.
- G. Ensures that the Manager/Secretary delivers the performance and audit reports approved by the General Assembly to the pertinent bodies.
- H. Presents annual reports, except audit report, to the regular meeting of the General Assembly.

5. Vice Chairman

- A. Replaces and assumes the duties of the Chairman in his absence.
- B. Carries out other activities assigned to him by the Chairman.

6. Manager/Secretary

- A. He/she is accountable to the Board.
- B. Prepares meeting agenda of the Board in consultation with the Chairman.
- C. Records minutes of the Board's meetings.
- D. Keeps the documents of the Office of the Board.

**Article 19**

**Meeting, Election, and Decision Making Process of the Management Board, and Tenure of members of the Board**

1. The Board holds its regular meeting six times a year. It can call for extraordinary meetings whenever necessary.
2. The Board Chairman or Vice-Chairman can call extra-ordinary meetings. The Manager/Secretary of the Society may call such meetings in the absence of both.
3. A quorum is constituted in the presence of over half of members of the Board; in the absence of a quorum and in the event when a need arise to call a meeting for the second time, the meeting is convened by the members present.
4. Decisions are passed through a majority vote. In the event of a vote tie, the vote of the Chairman shall be decisive.

5. The tenure of Board members shall be two years. However, a Board member cannot be elected for more than two terms.
6. The Board members render services voluntarily.

## **Article 20**

### **Powers and Duties of the Manager/Secretary of the Society**

The Manger/Secretary is accountable to the Board and shall have the following duties and responsibilities:

1. Represents the Society before a third party; executes every case of the Society keeping in mind the interest of the Society; gives delegation of authority; exchanges correspondence on behalf of the Society; and concludes contracts.
2. Operates the bank account of the Society, including signing of cheques or authorizing transfers, with the dual signature of the accountant.
3. Implements the decisions of the General Assembly and the Board.
4. Prepares the quarterly and annual performance and financial reports of the Society and presents the same to the Board.
5. Prepares the policies, budget and action plan of the Society and submits the same to the Board for approval.
6. Put in place income generating mechanisms and other strategies instrumental to attain the objectives of the Society.
7. Hires and terminates employees and determines their salary and other benefits, in accordance with the administrative directives issued by the Board.
8. Guides the day-to-day activities of the Society by coordinating the work of the employees including that of the accountant and the cashier.
9. Makes other administrative decisions concerning the activities of the Society.
10. If the Manager/Secretary is a member of the Society, he/she will not have the right to vote in the General Assembly meetings on

issues related to the approval of his proposal or on matters that require decision which are executed under his/her responsibility.

11. Carries out other duties assigned to him/her by the Board in tune with the provisions of the Statute of the Society and decisions of the General Assembly.

## **Article 21**

### **Powers & Duties of the Accountant**

The Accountant is accountable to the Manager/Secretary and shall have the following powers & duties:

1. Signs the Society's debit and credit documents; control's the debit and credit process and performs the accounting functions of the Society.
2. Gets inspected the account documents of the Society upon the request of the auditor.
3. Operates the bank account of the Society, including signing of cheques or authorizing transfers, with the dual signature of the Manager/Secretary.
4. Keeps properly the accounting records and other related documents of the Society.

## **Article 22**

### **Powers and Duties of the Cashier**

The cashier is accountable to the Society Manager/Secretary and shall have the following powers and duties:

1. Collects the incomes of the Society and deposits the collected money in the Society bank account.
2. Keeps properly the bank account book and other properties of the Society.
3. Presents the Society's account statement (statement of debit and credit) to the Board annually, starting from the month of September.

4. Presents the Society's account statement of debit and credit to the General Assembly.
5. Presents account statements at any time and as required.
6. Withdraws money (make payments) when authorized with the dual signature of the Accountant and the Manager/Secretary.

### **Article 23**

#### **Powers & Duties of the Auditor**

1. Controls the financial debit and credit accounts and property Management of the Society.
2. Presents annual audit report to the General Assembly.
3. Ensures that the activities of the Society are carried out in line with the provisions of this Statute of Society.

### **Article 24**

#### **The Association's Source of Income**

The Society 's source of income includes:

1. Membership contribution that shall be decided by of the Board.
2. Cash or property obtained from donors.

### **Article 25**

#### **Budget Year**

The budget year of the Society runs from July 8 to June 7.

### **Article 26**

#### **Amendment of the Statute of the Society**

This Statute of the Society can be amended by 3/4 vote of the General Assembly.

### **Article 27**

#### **Dissolution of the Society**

1. The Society can be dissolved by 3/4 vote of the regular members present at the meeting and who have paid-up their contributions.

2. When the Society is dissolved, its property shall be transferred to an appropriate organization, in line with the General Assembly's decision rather than distributing it among its members.

### **Article 28**

#### **Effective Date of the Article of Society**

This Statute of Society shall be effective starting from the date it is approved by the authorized governmental body. Full names and addresses of founding members:

<b>Name</b>	<b>City</b>	<b>Kebele</b>	<b>Sub-city</b>	<b>House No.</b>	<b>Tel.</b>	<b>Signature</b>
1. Workneh Degefu	A.A	02/03	Kirkos	116	5519161	Signed
2. Dr. Abebe Yeshanew	A.A	09/15	Gulele	R-B3-103	0911039815	Signed
3. Endalkachew Bekele	A.A	24	16	260	0911144368	Signed
4. Tafesse Gurmu	Regasa A.A	11	Nifassilk lafto	361	0911856083 0115512299	Signed
5. Amanuel W/Selasie	A.A	09/10	AA/S/C	538	0911793503	Signed
6. Messay Abebe	A.A	09/43	Lideta	252	0911713193	Signed
7. Wagaye Hagos	A.A	02/03	Kirkos	319	0115515380	Signed

October 25, 2006

Addis Ababa

Seal

The F.D.R.E Ministry of Justice

Association Registration Office

Illegible signatures are affixed in all pages of the document.