

PHAKAMA EASTERN CAPE

Interim Constitution



Interim Constitution of Phakama Eastern Cape

Chapter 1: Name and Purpose

- 1.1 The organisation shall be called “Phakama Eastern Cape Civic Organisation”, hereinafter referred to as the Organisation.
- 1.2 Phakama Eastern Cape exists to rescue and revive the Eastern Cape by:
- a) prioritising community needs,
 - b) promoting good governance and accountability,
 - c) fostering civic participation and collaboration,
 - d) upholding social justice and equity, and
 - e) driving sustainable development through innovative and high-impact solutions.

Chapter 2: Legal Status

- 2.1 The Organisation shall exist in its own right, separate from its members.
- 2.2 The Organisation shall continue to exist even if membership changes.
- 2.3 The Organisation shall be able to own property and other possessions.
- 2.4 The Organisation shall be able to sue and be sued in its own name.

Chapter 3: Vision

- 3.1 A self-sufficient, secure, and prosperous Eastern Cape where communities are safe, public resources serve the people, and opportunity is within reach for all.

Chapter 4: Mission

- 4.1 To drive accountable service delivery, promote infrastructure and rural development, tackle poverty and unemployment with sustainable solutions, and restore dignity by ensuring fair access, inclusion, and opportunity while replacing corruption and stagnation with action, accountability, and shared purpose.

Chapter 5: Objectives

- 5.1 The objectives of the Organisation are to:
- a) Advocate for effective and accountable delivery of basic services.
 - b) Promote infrastructure growth and rural development.
 - c) Combat poverty and unemployment through local, sustainable initiatives.
 - d) Foster youth empowerment, education, and skills development.
 - e) Expose and challenge corruption while promoting transparent governance.
 - f) Mobilise communities to actively participate in decision-making.
 - g) Build partnerships that strengthen development, safety, and social cohesion.

Chapter 6: Founding Values

- 6.1 **Accountability:** Members and leaders take responsibility for their actions, decisions, and use of resources.
- 6.2 **Transparency:** Decisions, processes, and use of resources are open and clear to stakeholders and the public.
- 6.3 **Community-Driven Action:** Initiatives are guided by the real needs, priorities, and input of local communities.
- 6.4 **Inclusivity and fairness:** Everyone has an equal opportunity to participate and benefit.
- 6.5 **Integrity and Anti-corruption:** Acting honestly, ethically, and resisting any misuse of resources.
- 6.6 **Sustainable development:** Development provides long-term benefits without harming the environment.
- 6.7 **Shared purpose and dignity:** Members and communities work together toward common goals while respecting each person's dignity.

Chapter 7: Key Principles

- 7.1 **Transparency:** The Constitution must be clear, concise, and accessible.
- 7.2 **Accountability:** The Constitution must ensure oversight mechanisms.
- 7.3 **Inclusivity:** Promote participation of all members.
- 7.4 **Flexibility:** Allow adaptation to changing circumstances.

Chapter 8: Membership

- 8.1 Membership shall be open to all individuals and groups who support the mission and objectives of Phakama EC, are of legal voting age, and have a genuine interest in the Eastern Cape.
- 8.2 Members must uphold the Constitution, Code of Conduct, Values and organisational decisions.
- 8.3 Membership may be suspended or terminated for misconduct or actions against the Organisation's principles.
- 8.4 Members have rights to attend meetings, participate in activities, vote in elections, and stand for office if eligible.
- 8.5 Applications are submitted to the Executive Committee, which holds discretion to approve.
- 8.6 Membership ends by resignation or termination for misconduct; termination must be documented in writing.
- 8.7 Members may hold dual membership if disclosed and non-conflicting.

Chapter 9: Governance Structure

9.1 The Organisation shall be governed by:

- a) **Provincial Council:** Highest decision-making body.
- b) **Executive Committee (EXCO):** Elected leadership for day-to-day management.
- c) **Regional, Local and Ward Structures:** responsible for programme implementation.

9.2 Composition of the Executive Committee

9.2.1 Provincial Convenor

- (a) Provides overall leadership and direction to the Executive Committee.
- (b) Chairs meetings, ensures effective decision-making, and represents the organisation publicly.
- (c) Acts as the chief spokesperson and custodian of Phakama EC's values and vision.
- (d) Builds relationships with stakeholders, partners, and funders.
- (e) Oversees implementation of strategic priorities.

9.2.2 Deputy Provincial Convenor

- (a) Assists and supports the Chairperson.
- (b) Acts as Chairperson in their absence.
- (c) Coordinates special projects or portfolios as delegated.
- (d) Ensures cohesion across different committees and regional structures.

9.2.3 Secretary-General

- (a) Manages organisational administration and communication.
- (b) Keeps records of meetings (minutes, resolutions, correspondence).
- (c) Issues notices of meetings and maintains organisational archives.
- (d) Ensures effective internal communication across all structures.

9.2.4 Deputy Secretary-General

- (a) Supports the Secretary-General and stands in when needed.
- (b) Helps coordinate reporting from districts and branches.
- (c) Manages special assignments relating to administration and communication.

9.2.5 Treasurer-General

- (a) Oversees financial management, budgets, and fundraising.
- (b) Ensures accurate bookkeeping, transparent reporting, and compliance.
- (c) Prepares and presents financial reports to the ExCo and members.
- (d) Manages donor relations and ensures funds are used responsibly

9.2.6 Organising Secretary

- (a) Leads membership mobilisation, recruitment drives, and volunteer coordination.
- (b) Ensures branches and regional structures are functional and active.
- (c) Coordinates events such as imbizos, consultative dialogues, and summits.
- (d) Maintains updated membership records and structures database.

9.2.7 Media & Information/Communications Officer

- (a) Manages Phakama EC's public image, branding, and messaging.
- (b) Oversees media relations, newsletters, and social media platforms.
- (c) Ensures consistent, accurate, and timely communication with stakeholders.
- (d) Coordinates awareness campaigns and education materials.

9.2.8 Accountability & Monitoring Officer

- (a) Ensure transparency and integrity in all organisational activities.
- (b) Track and evaluate progress against action plans and goals.
- (c) Monitor financial management and reporting for compliance.
- (d) Provide regular feedback to members and communities.
- (e) Enforce adherence to governance, ethical standards, and policies.
- (f) Drive public accountability campaigns towards government and other stakeholders.
- (g) Safeguard community trust by ensuring promises are delivered.

Chapter 10: Leadership Vetting

- 10.1 Leaders shall be nominated and democratically elected.
- 10.2 All leaders shall undergo vetting to ensure integrity and alignment with organisational values.

Chapter 11: Meetings

- 11.1 An Annual General Meeting (AGM) shall be held once every year.
- 11.2 EXCO, Regional, Local, and Ward Councils shall meet quarterly.
- 11.3 A quorum of 50% + 1 shall be required for valid decisions.
- 11.4.1 Special EXCO meetings may be called by the Chairperson or at least one-third of EXCO members.
- 11.5 Members must receive written notice at least 7 days in advance.
- 11.6 Minutes must be recorded, approved, and kept as official records.

Chapter 12: Decision-Making

- 12.1 Decisions shall be made collectively in the best interest of the Organisation.
- 12.2 The Executive Committee shall handle strategic and policy decisions.
- 12.3 Decisions shall be by consensus where possible; otherwise, by majority vote.
- 12.4 The Chairperson shall cast the deciding vote in case of a tie.
- 12.5 All decisions must be recorded and communicated.

Chapter 13: Conflict of Interest

- 13.1 Members must disclose conflicts of interest.
- 13.2 Members with a conflict must recuse themselves.
- 13.3 No member may use their position for personal gain.
- 13.4 The Executive Committee may take disciplinary action for violations.

Chapter 14: Code of Conduct

- 14.1 Members must act in accordance with the Organisation's Code of Conduct.

Chapter 15: Finance

- 15.1 The Organisation shall be funded through lawful means.
- 15.2 Funds shall be used solely for organisational objectives.
- 15.3 A bank account shall be opened in the Organisation's name.
- 15.4 Financial records shall be transparent and audited annually.
- 15.5 The financial year shall run from 1 April to 31 March.
- 15.6 Transactions require two or three authorised signatories, one of whom must be the Provincial Convenor or Treasurer-General.

Chapter 16: Fundraising and Transparency

- 16.1 The Organisation shall establish mechanisms for ethical fundraising.
- 16.2 Donors and members shall receive regular financial and programme reports.

Chapter 17: Political Education & Advocacy

- 17.1 The Organisation shall run programmes for:
 - 17.1.1 Civil and political education.
 - 17.1.2 Policy platform development.
 - 17.1.3 Community dialogues and awareness campaigns.

Chapter 18: Term of Office

- 18.1 EXCO members shall serve 3-year terms.
- 18.2 Members may serve one additional consecutive term.
- 18.3 Vacancies shall be filled for the remainder of the term.
- 18.4 Outgoing members must hand over all records, responsibilities, and assets to successors or the Executive Committee.

Chapter 19: Amendments

- 19.1 This Constitution may be amended by a two-thirds majority vote at an AGM or Special General Meeting.

Chapter 20: Dissolution

- 20.1 The Organisation may be dissolved by a two-thirds majority vote at a Special General Meeting.
- 20.2 If dissolved, remaining assets shall be transferred to a non-profit with similar objectives.

Chapter 21: Adoption

- 21.1 This Constitution was adopted by members of **Phakama Eastern Cape** on **20 September 2025** at **King Williams Town Community Hall**.

Signatures:

Chairperson

Secretary