

THE WELFARE NURSES CONSTITUTION

1.The name of the organisation is Welfare Nurses Group.

2. Definition and Objectives

This group comprises of Kenyan Registered Nurses living in the USA who have willingly agreed to come together for the below stated reasons/objectives:

I. Promote solidarity, good relations and cooperation among Kenyan RNs living in the USA

II. Mobilise support (financial or otherwise) for member/s in distress or experiencing a tragedy such as (but not limited to) death in their immediate family.

III. Explore and consider opportunities for the general advancement of the Kenyan RNs .

IV. On a need basis, work and cooperate with other organisations with similar objectives for the advancement of the organisation and its membership.

3.Governance

The office bearers are the chairperson, treasurer, organising secretary and whose mandate shall be to administer and oversee all day-to-day running of the group and all other related activities, and shall be elected in accordance with the bylaws. Individual groups shall have elected group admins who shall work with the group officials.

The officials and admins will hold office for two years, unless they vacate office as prescribed in the bylaws. Officials will be elected during the bi annual AGM while the Admins elections shall be held in their specific welfare subgroups,

a. ***The Chairperson*** – The group has a chairperson elected who will chair all meetings and shall be involved in all decision making in the group.

b. ***The treasure*** shall be the custodian of all official documents of the organisation and is a signatory to the organisation's accounts.

The Organizing Secretary – The group has an Organizing Secretary elected who will handle all communications on behalf of the group and shall serve as the official spokesperson of the group. He/she will be responsible for organising events/activities and overseeing all logistics associated with such events/activities.

The Admins Admins are Only Coordinators who will relay bereavement communications to members, and keep member contribution records updated. Welfare Group Admins will NOT collect any funds on behalf of any bereaved member. Members will be called upon to send their contributions\support directly to the bereaved.

4.Meetings

There shall be (i) The biennial General meeting –AGM and (ii) Other Special meetings.

Biennial General Meeting – The officials shall convene an AGM of members by the end of June of every other year, to review previous minutes, elect officials and to discuss any other business as may be contemplated by the officials or the membership at large. The Secretary shall communicate to all members a notice of the AGM with agenda items not less than 14 days to the date of the meeting

Other Special Meetings – The officials may call for a special meeting to consider matters arising that need urgent attention by the membership, or if no AGM was held as stipulated herein.

5. Election of Officials

Election of officials shall be held every two years at the Annual General Meeting convened in accordance with these bylaws.

Any member in good standing, who has paid all registration and other requisites dues and has been a member for a period of three months prior to the date of elections is eligible to vie for and/or be voted into any of the office positions established.

The first team of officials may be exempt from these rules, at the time of elections but must comply in the first three months of being elected to office. The term of office shall be two years.

6.Registration

Expression of interest will be by way of completion of an application form submitted to the provided group's email address. Payment of one time non-refundable \$20.00 application fee, and a proof of being an RN living in the US. All registered members are required to have an active whatsapp account.

Registration of new members will be a continuous process held in the months of January and July for a period of 2wks respectively every year, new whatsapp sub groups under the Welfare Nurses Group will continue to be formed based on demand[groups A,B, C, D,...]

All new members are subjected to a 60 calendar days probation period from the date their registration form is received and accepted. During probation period members are expected to actively participate in group events .-- God forbid, the group will not cover the specific bereavement that occurs during the probation.

New members in a new whatsapp group are exempt from probation

Members are allowed to update their registration form when adding a spouse or child and must attach a copy of certificates for proof without waiting for open enrolment.

7. Benefits and Rights

Participation – All members have equal opportunity and chance to participate in events, deliberations and decision making. Each member shall have the right to participate in all meetings open to membership.

Bereavement- In the event of death, the member shall inform the office by sending an email to the groups email account, or contact any of the Admins to alert them of their bereavement.

The member will be required to provide the following documents for verification purposes, copies of a death notification and / or death announcement verifiable document, members birth certificate, and sometimes the bereaved birth certificate and a copy of ID may be required.

Before a member's bereavement is taken up, the admins will perform due diligence to try and verify the members relationship with the death, or verify if there is an actual occurrence. If fraud is detected or if it is established the relationship is not biological except for the parents, the group will terminate the membership of the concerned member.

All contributions shall be sent to the bereaved member and receipts to be sent to the secretary who shall keep a record of those who shall have paid or not. Each member will make contributions as follows;

Death of a member -**\$50 from all the groups**

Death of a member's spouse /child - **\$50 in their specific groups**

Death of a member's nominated parents/siblings - **\$30 in their specific groups.**

Upon transfer of funds/ deposits into the bereaved member's account, members shall be required to send a copy of funds transfer deposit slip or confirmation notification to the

secretary, depending on the payment method used. In the absence of these confirmation notifications to the Admins, it will be assumed the member has not sent their contribution to the bereaved, and they will be listed as being in default.

IMPORTANT TO NOTE

Parents will only be nominated at the time of Registration.

Members will Only make one contribution per household/family in any bereavement occurrence. i.e, two or three members from the same family who are bereaved, or a member who loses multiple covered family members all at the same time will ONLY get one contribution from group members. Each member will only make one contribution to the bereaved member/s.

Examples:

- Member Siblings - when two or more siblings who are members of the welfare group lose a family member (either a father, mother, brother, or sister), group members will only make one contribution to them. To be sent to their appointed spokesperson.

- Husband and Wife;

- When a wife and a husband who are both members of the welfare group loses a child, they will only get one contribution from each group member, funds will be sent to whoever the family appoints.

- Loss of multiple covered beneficiaries;

When a member loses multiple covered family members at the same time(period of 24hrs), either through an accident or other, there will only be one contribution from the group. Members will only make one contribution to the bereaved member.

8.Termination of Membership

Any Member may voluntarily terminate his or her membership by writing a membership termination notice to the officials to the above email address except when he or she has been previously supported in the last 12 months. Once supported, or once a member receives funds from the group, a member MUST remain actively committed to the group for a period of ONE YEAR, (i.e 12 months) following the date of the Members beneficial event. In the event

the member terminates membership before the one year period he/she shall NOT be allowed to re-join in future under whatever circumstances.

Defaulting Members

Important Continuous membership is based on active participation (contributions of monies at every bereavement occurrence). Members will be making a contribution to the bereaved within 7 days upon announcement and defaulters shall have a grace period of another 7 days. Failure to do so they shall be subjected to termination without notice. Such a member once terminated shall be blacklisted and shall NOT be allowed to re-register in future

Transparency and Accountability

For the sake of transparency and accountability, the list of contributors and defaulters for every bereavement occurrence will be posted to the events WhatsApp/Telegram group forum.

Other financial support- All other financial support to a member in distress shall be discussed by the members who shall agree on how to handle the situation.

9.Dissolution

The group shall cease to exist and stand dissolved if at a general meeting two thirds of active membership vote in favour of dissolution. Upon dissolution, all membership shall stand terminated and dues owed to members paid back to them.

10. Amendment of the constitution

The constitution may be amended by 65% vote affirming the proposed change/amendment at an AGM or at a special meeting convened for this purpose.

The End