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Certificate - Alteration of rules

Section 21 Incorporated Societies Act 1908

1. Name of society

South Auckland Muslim Association

2. Society number

435978

I certify that the alteration has been made in accordance with the rules of the society.

Name

Ibrar Sheikh

Position

Secretary

Signature

27

/ March

/ 2016

3. Complete this checklist before filing your application

- This certification has been completed by an officer of or a solicitor for the society.
- A copy of the rule alteration(s) is attached. **NOTE** | This can either be a complete copy of the updated rules with the alterations underlined or in bold type, or a copy of the particular rule(s) that were altered.
- The copy of the alteration to rules has been signed by three members of the society.

For society name changes --

- This rule alteration also includes a name change for the society, and
- We have checked that the new name of the society is available by conducting Register Searches at both www.societies.govt.nz and www.companies.govt.nz.

What must be included in your rules?

Section 6 of the Incorporated Societies Act 1908 requires that a society's rules include the following:

The name of the society (ending with the word Incorporated)

The objects for which the society is established

How people become members of the society and cease being members of the society

How meetings of the society will be called and held and how voting will take place

How officers of the society will be appointed

Control and use of the common seal

How the society's funds will be controlled and invested

The powers (if any) that the society has to borrow money

How any property of the society will be distributed in the event of the society being wound up

How the rules of the society can be altered

NPC# 08
- 4 APR 2016

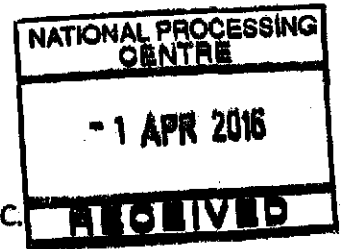
4. Your contact details

Name and postal address

Ibrar Sheikh
P O Box 22807
Otahuhu, Auckland

Teleph

Email (opti



THE CONSTITUTION
OF
SOUTH AUCKLAND MUSLIM ASSOCIATION INC.

This constitution shall be cited as the Constitution of the "South Auckland Muslim Association Incorporated". The abbreviation of the Association name shall be SAMA.

2. Interpretation

In these rules, unless the context otherwise requires or unless it is expressly provided otherwise, the words and phrases following shall have meanings as follows:

"Constitution" means the Constitution of South Auckland Muslim Association Inc.

"Association" means South Auckland Muslim Association Incorporated

"Executive" means the body constituted in Clause 15 of this Constitution

"Financial Member" shall mean

- Who believes, celebrates, performs and participates in Mafile Milad-Un-Nabi (SAW) according to the traditions.
- Who believe and perform zikar and recitation of riwayat and offer Salaat-O-Salaam with respect in standing position.
- Who believe and observe Teeja, Chalisa, Salina and Esa-E-Eawab for the deceased.
- Who make dua after Salatul Janaza.
- Who has paid any membership subscriptions or levies as determined from time to time at any Annual General Meeting.

"General Meeting" shall include the Annual General Meeting (AGM) and special general meetings (SGM)

"Member" shall mean any person who has become a member pursuant to clause 5 of the constitution.

"Muslim" shall mean a person who believes in the religion of Islam, i.e., in all the articles of Islamic belief and practice, particularly in the Oneness of Allah and in the absolute and unqualified finality of Prophet-hood of Muhammad (pbuh) and as the last of all the prophets. The word "Muslim" shall be strictly construed.

"Miladi" shall mean any person who falls under the category of a financial member.

"Milad" or "Mehfile Milad-Un-Nabi (SAW) programme or function" shall mean any event where the birth and the life Prophet (PBUH) is celebrated and the Riwayat is recited and Salaat-O-Salaam is respectively performed by standing up.

Unless the context otherwise directs singular shall include plural and masculine includes feminine and vice versa.

3. Objects.

- a) To vigilantly maintain and apply true Islamic doctrines in accordance with the teachings of the Holy Quran and the practices of the Holy Prophet Muhammad (peace and blessings of Allah be upon him);

- b) To preserve, promote and safeguard the welfare of the Muslims (including youths and women), particularly the members of the Association. To preserve and safeguard the traditions and performance of Milad.
- c) To promote the elimination of all discriminations and racism;
- d) To promote a more just, informed and tolerant society;
- e) To promote and maintain unity and friendship among members and between members and other communities;
- f) To promote the awareness of the Treaty of Waitangi amongst its members;
- g) To promote joint action and cooperation among members on issues of common concern;
- h) To promote and preserve Islamic customs, traditions, including celebration of Milad, cultures and values in New Zealand;
- i) To promote the recognition of New Zealand as a multi-religious and multi-cultural society in order to remove the mono-cultural philosophies and structures that exist within New Zealand society;
- j) To promote and encourage sports, cultural and social activities amongst its members and between them and others;
- k) To co-operate and liaise with the central government and the local government agencies, and the NGOs in the attainment of its objectives;
- l) To engage in business, purchase, sell, lease, rent, exchange, hire or otherwise acquire property, real or personal, and or any other rights, interests or privileges, which may be necessary, expedient and/or beneficial to SAMA;
- m) To accept or give any gift or property whether subject to trust or otherwise for any one or more objects of SAMA;
- n) To discourage the use of intoxicants, narcotics and other obnoxious and forbidden drinks by the Muslims;
- o) To affiliate and co-operate with FIANZ and any other organization or society in advancing the interests of SAMA;
- p) To provide burial services; and
- q) To conduct and perform all such acts and deeds as are incidental or conducive to the attainment of its objectives.

4. Nature of the organization.

The Association shall always be a voluntary, religious, democratic, educational and CHARITABLE organization of Muslims.

5. Membership

- a) Muslims belonging to the Ahle Sunnat wal Jammah (Hanafee, Shafee, Hambali & Maliki), over the age of fifteen years (15) and living in the defined area from Manukau Road Onehunga up to Greenlane Road across to St. Johns and down south up-to Huntly will be eligible to become members of the Association.
- b) The signatories to these Rules and all members of the Association at the time of adoption of these Rules shall be deemed as current members. Their names and other details shall be kept in a Register called the "Register of Members" and shall be kept at the Al Mustafa Masjid.
- c) Any new Muslim, who qualifies to be a member under clause 5 of this Rule, may apply for membership of the Association by filling out the application form (Appendix "A") and submitting it to the secretary.
- d) Notice of applications for new membership shall be displayed on the notice Board of the Al Mustafa Masjid within 7 days of the receipt of the application.

- e) Any member of the Association may object to any application for new membership by providing in writing to the Secretary, the grounds for his objection, no later than 7 days from the time the application is displayed on the notice board. If any objections are received, the Executive shall notify the applicant of the nature of the objection and give him an opportunity to respond, no later than 7 days from the time of such notification.
- f) The Executive shall then consider the new applications and any objections received and accept or reject the application at its sole discretion within the 7 days after the response period has expired.
- g) The names of all the new applicants for membership once approved by the Executive shall be added to the Register of members.
- h) The Executive Committee must give to the applicant, whose membership has been rejected, the reasons for such rejection.
- i) The unsuccessful applicant shall have a right of appeal to the Appeals Tribunal against the decision of the Executive.
- j) Any valid member of SAMA who continues to live in the defined area is not required to complete membership form each year. To renew membership, member must pay \$10 each year. Membership term will end on 31st December each year.
- k) A new member is required to complete the membership form in the first instance and make a payment of \$10. Also any previous member who was not a member during the previous year and wishes to again become a member of SAMA is required to complete the membership form and make payment of \$10. After which clause 'j' applies for future years.
- l) A member whose name appears on the Register of Members shall if he so wishes, become a permanent member by paying in one lump sum permanent member fee as determined by the AGM. The membership shall continue provided the member at all times continues to meet the tests and qualifications.

6. Loss of Membership

Any person shall cease to be a member -

- (a) upon resignation by notice in writing to the Secretary;
- (b) if upon due disciplinary process it is resolved that the person's membership be terminated;
- (c) upon death.
- (d) upon moving out of the designated area of the Association

7. Disciplinary Action

- a) The Executive shall have the powers to suspend or expel any member from membership of the Association for breaching any rules or for misconduct.
- b) If the Executive propose to suspend or expel any member, the Executive shall give the member a notice in writing specifying the reasons why he should be suspended or expelled and giving him no less than 14 days in which to provide reasons why such action should not be taken.
- c) The Executive shall set a time for hearing where the member will be asked to be present. It will consider all the written materials before them and any explanations given by the member at the hearing and then make a decision on the matter. The decision shall be in writing and communicated to the member within seven (7) days after the decision is made.
- d) If the member wishes to appeal the decision of the Executive, the member shall within 14 days of receiving notice of the final decision, give notice of an appeal, in writing, to the Executive, stating the grounds for appeal.
- e) The Executive shall, within 14 days of receiving the notice of appeal, pass the appeal to the Appeals Tribunal for their deliberation. The Appeals Tribunal can reinstate him or uphold the suspension or expulsion.

8. Functions

The key functions of the Executive shall include:

- a) **Build and maintain Masjids, Islamic Centres, educational institutions and other support facilities for its members**
- b) **Appoint and employ Imams and Islamic teachers who should also belong to the Ahle Sunnat wal Jammah and believe, perform and participate in Milad un-Nabi.**
- c) **To organize Milad un-Nabi programs on a monthly basis and the annual national programme.**
- d) **To arrange Itteekaaf during the month of Ramadan when participating persons shall be permitted to stay in the Masjid premises during the itteekaaf period. Provided, however that no person shall be entitled to sleep in the Masjid properties at any other time.**

9. Amendments to this Constitution

No amendments, additions or alterations to the Constitution shall be valid unless:

- a) **Proposals for such additions or alterations are duly submitted at a General Meeting via a written Notice of Motion given at-least fourteen days beforehand,**
- b) **Such proposal(s) is/are agreed to by way of consensus or, failing that, by a 2/3rd majority vote of the members present at that meeting,**
- c) **The amendments, additions or alterations will only become effective after registration with the Registrar of Incorporated Societies.**
- d) **No amendments shall be passed, and if passed, shall be of no effect, if such amendment affects the non-profit objectives and the charitable status of the Association, the personal benefit clause or the Winding Up clause.**

10. General Meetings.

10.1 Annual General Meeting

The Annual General Meeting of the Association shall be held not later than the end of March each year. At least twenty eight (28) days notice shall be given to all the members stating the time, venue and business for consideration. The business to be transacted at the meeting shall include as applicable;

**Quran Tilawat,
Confirmation of Notice and acceptance of the agenda,
President's Welcome Address,
Minutes and matters arising there-from of previous year's AGM, and any Special General Meeting in between,
Annual Activity Report either from the President or Secretary,
Annual Financial Report by the Treasurer,
Remits or Proposals for consideration (if any),
Election of the Executive biennially,
Appointment of Appeals Tribunal biennially,
Appointment of the Speaker / Deputy Speaker,
Appointment of Honorary Legal Advisor,
Appointment of an Auditor,
General Business,
Dua**

10.2 Special General Meeting

- a) The Secretary shall, within twenty-one (21) days of a request by the Executive or by a written request of at least 75 financial members, call a Special General Meeting ("SGM") of the Association. Notice of any SGM shall be given at least 14 days prior to the date of the SGM. If a SGM is called as a result of a request from the financial members, such SGM shall be held within 30 days of the request.
- b) Any request for an SGM by the financial members shall specify the business it is desired to transact, and the action required to be taken at the SGM. Such requests shall contain a notice of motion to that effect which the members propose to be put before the SGM
- c) If the Secretary fails to call the SGM on the written request of the financial members, he will be deemed to be acting against this Constitution and will be deemed to have resigned from his positions effective from the expiry of 30 days by which the SGM was to be held. If the Secretary has been instructed by the executive not to call the particular SGM then the executive will be deemed to be acting against this Constitution and will be deemed to have resigned from their positions effective from the expiry of 30 days by which the SGM was to be held.
- d) In case of resignation of the Executive, the Appeals tribunal will have to appoint a caretaker executive and call for a SGM to elect another set of executive within sixty (60) days thereafter.

11. Quorum and Meetings

- a) The quorum for General Meetings shall be at-least fifty (50) financial members.
- b) *The quorum for any Executive meetings shall be 50% of the total Executive members.*
- c) Should there be an absence of a quorum at a General Meeting within half an hour of the commencement time fixed, the meeting shall stand adjourned to the same day and hour of the following week when those present shall be, notwithstanding that the number present may be less than fifty financial members, be competent to transact the business of the adjourned meeting.

12. Conduct of Meetings

It shall be the objective of the Executive and the General Meetings that all decisions shall be reached by consensus. However, if consensus is not obtainable, a majority vote shall determine a decision. In the event of a tie the President shall have a casting vote.

a) For all SAMA Executive meeting at least one the following officials must be present:

- 1. President and or any one of the Vice Presidents,*
- 2. Secretary or Assistant Secretary,*
- 3. Treasurer or Assistant Treasurer.*

13. Speaker.

A Speaker and a Deputy Speaker shall be appointed biennially at a General Meeting. The person appointed must be well respected, of good character and have experience in chairing meetings and thoroughly understand the constitution of SAMA. He shall be independent of the Executive and shall always demonstrate his impartiality without fear or favour to any individual or group.

14. Appeals Tribunal - There shall be an Appeals Tribunal made up of 5 members to be appointed at the AGM biannually. Such an appointment will happen annually the first year and then biannually thereafter so as not to coincide with the Executive elections. Their duties shall be as provided in this

Constitution. On an appeal, the Appeals Tribunal shall hear all the affected parties, observe all rules of natural justice and give its ruling impartially and within the bounds of Shariah (Islamic Law). Any decision so made shall be adhered to by the association. The Tribunal may seek assistance from any person in their deliberation. They shall appoint their own chairman.

The members of the Tribunal shall always act impartially

The members of the Tribunal shall not hold any other office. Any member who is involved in the affairs of the association in any capacity and his position in the Tribunal is likely to compromise his decision making he shall not take part in the deliberations of the Tribunal.

15. Executive

- a) The administration of the affairs of the Association shall be vested in an Executive Committee (referred to as the "Executive") consisting of the following:
 - i) Patron, President, **five** Vice-Presidents, Secretary, Assistant Secretary, Treasurer, Assistant Treasurer, together with up to eight committee members. **Nomination and selection of the addition Vice Presidents will be done by the SAMA Executive for the first appointment, thereafter, Clause 15 (b) shall apply.**
 - b) The Executive shall be elected at every second Annual General Meeting by following the procedure as laid out in Appendix "B" of this Rule.
 - c) **The President shall not serve for more than two terms (4 years consecutively) in that position unless on the third and subsequent occasions no other nomination is received for that position**
 - d) All members of the Executive shall serve in an honorary capacity and shall not charge for their services.
 - e) The Executive shall normally meet every month. The time and venue will be decided by the Secretary after consultation with the President. a)
 - f) **Any person seeking position in SAMA Executive must not hold executive position in any other Mosque, Islamic Centre or Islamic Trust which conducts and operates Islamic services or similar; except any position in FIANZ (The Federation of Islamic Associations of NZ).**

16. Term of the Executive

- a) Notwithstanding anything to the contrary contained herein any Executive member shall be deemed to have vacated his office by reason of the fact that he:
 - i) has died or resigned
 - ii) has been declared a bankrupt,
 - iii) has been convicted of an offence within the last 5 years
 - iv) has become mentally incapacitated
 - v) has failed, without valid reason to attend three (3) consecutive meetings of the Executive
 - vi) has a successful "vote of no confidence" passed against him by the executive or a general meeting.
 - vii) is removed consequent to a disciplinary action been taken against him.
- (b) The Executive shall have the power to suspend or remove any member of executive by a majority decision
 - i) if he defies directives given by the Association.
 - ii) if he engages in behaviour that is obviously and explicitly un-Islamic
 - iii) if he brings the Association into disrepute
- (c) Before being suspended or removed the member concerned shall be given an opportunity to show cause why he should not be suspended or removed.

- d) If there is a vacancy created in the Executive for any reason whatsoever, it shall be filled by the Executive co-opting a member for the remaining term of the particular member. However if the vacancy is for positions of President, Secretary or the Treasurer, it shall be filled by any Vice President, Acting Secretary or the Acting Treasurer for a limited period of three months. The executive shall within three months of such vacancy call a SGM to have the vacancy filled by election as provided in these rules.
- e) ***During any two year term of SAMA Executive if any position is vacant for any reason that following procedures will apply to fill any vacant position:***
1. ***After 14 days of notice of any vacancy, applications will be invited by written notice placed in the notice board for 14 days. Also members will be advised in two Juma announcements.***
 2. ***After end of 14 days notice, application will be open for 14 days for members to apply in writing and complete SAMA issued application form.***
 3. ***After application are received; Executive will interview, assess and appoint suitable member for the vacant position within 21 days of end of application period.***
 4. ***If there is no application received; the Executive will invite suitable member of SAMA and formalise appointment within 30 days after (3) above.***
 5. ***Appointment will require approval of 75% of Executive Committee.***
 6. ***Members will be informed of the final appointment of any position in the following week by notice on board and in one Juma announcement.***
 7. ***The intention and purpose of this appointment process of executive are to ensure that there is sufficient manpower for smooth function of SAMA.***

17. **Voting Power**

- (a) At all meetings no proxy vote shall be allowed, nor proxies be counted to make a quorum.
- (b) Only Financial members who were also the financial members for the previous year shall have the right to vote at that meeting.

18. **Duties of the Executive**

18.1 **The President**

The President shall be the chief executive officer of the Association and shall have the overall responsibility for the efficient and proper administration of the affairs of the Association. He shall, without limiting in any way his overall responsibilities, have the following other powers:

- i) preside at meetings of the Association, EXCEPT the General Meetings chaired by the Speaker
- ii) conduct himself as a good Muslim and act impartially in all his actions and decisions without favour, fear or self-interest
- iii) maintain the prestige of the Association and its dignity and endeavour to maintain unity between the members and other Muslims and organizations in New Zealand and overseas
- iv) ensure that the Constitution of the Association is always upheld
- v) carry out to the best of his ability all decisions of the General and the Executive meetings
- vi) ensure that an Annual Report on the activities of the Association is presented at the Annual General Meeting
- vii) to dismiss/discipline a member of the Executive for non-performance

18.2 The Secretary

While the President has the overall responsibility, it is the Secretary who has the specific responsibility of ensuring the efficient and proper administration of the Association. His duties shall be:

- i) ensure that proper minutes of all meetings of the Association are kept, and ensure that all members of the Executive receive copies as soon as possible after the meeting
- ii) attend to all correspondence, both inward and outward, and keep a record of all correspondence
- iii) keep in safe custody all documents, registers and papers of the Association
- iv) ensure that all persons concerned are informed about meetings and give adequate notice along with relevant materials as provided for in this Constitution
- v) be responsible for the day to day administration of the Association office
- vi) be in regular contact with FIANZ and other organizations in order to advance the interest of the Association and its members
- vii) assist the President in the preparation of the Annual Activity Report
- viii) carry out such other duties as imposed upon him by the Executive, President or specifically imposed upon him by the Constitution

18.3 The Treasurer

The Treasurer has the specific duty of ensuring that all financial matters concerning the Association are properly accounted for, and he shall:

- i) receive and have charge of all monies and shall disburse same under the direction of the Executive and the General Meeting
- ii) keep full and accurate accounts and present them at each Executive and General Meetings
- iii) collect and issue receipts for all money given and deposit in the bank account of the Association
- iv) prepare and submit annual or such other account for the preceding year ending 31st December and have it duly audited by the appointed Auditor (Financial Reviewer) for the presentation at the Annual General Meeting
- v) carry out any other duties imposed specifically under this Constitution, the Registrar of the Societies, the Executive or by a General Meeting

18.4 Other Executive Members

The duties of the Vice-Presidents, Assistant Secretary and Assistant Treasurer shall be the duties of the President, the Secretary and the Treasurer respectively as deemed necessary. The duties of all other Executive Members shall be as imposed on them by the President or the Executive from time to time.

18.5 The Executive shall call a Special General Meeting of the Association before undertaking any major project.

19. Finance

- a) A current account shall be kept with such bank as may be decided upon by the Executive, into which the funds of the Association shall be paid, and upon which cheques shall be drawn for the payments of accounts on the authority of the Executive. All cheques will be signed by the Treasurer or the Assistant Treasurer, plus one of the three Executive members appointed for that purpose. In the absence of both the Treasurer and the Assistant Treasurer either the

President or the Secretary shall sign instead. As and when required, monies may be disbursed as directed by the Executive. The budget, and the method of raising funds, shall be formulated and executed by the Treasurer with the approval of the Executive.

- b) The financial year of the Association shall be from 1st January to 31st December of each year.
- c) The annual subscription shall be paid at-least a fortnight before a General Meeting. Failure to pay the subscription within the specified time will deprive a member from either voting or being appointed as an Executive.

20. Audit of Account

- (a) All accounts of the Association shall be audited at-least once in a year by an Auditor (Financial Reviewer),
- (b) All audited accounts shall be presented at the Annual General Meeting and it shall be the responsibility of the Executive to ensure that properly audited accounts are submitted and approved at a General Meeting.

21. Membership Register

The Secretary shall keep a register of all members of the Association. Any such register shall be made available to any financial member upon request.

22. Life Members

Life membership may be bestowed upon a member who has given a special or meritorious or a continuous outstanding service or services to the Association.

(a) Qualification of a Life Member

The qualification of a candidate for life membership shall be:

- i) He must be at-least sixty years of age
- ii) He must have served the Association for not less than four years
- iii) He must have a clean record i.e. has not been subjected to any severe disciplinary action by the Association or have any past criminal record

(b) Nomination of Life Members

Each nominee shall be proposed and seconded by financial members. The nomination, together with the candidate's written history of service to be forwarded to the Secretary at-least fourteen (14) days before the date of the Annual General Meeting.

(c) Recommendation by the Executive

The Executive shall scrutinize all nominations received within the specified time and select those eligible and announce them to the Annual General Meeting.

(d) Privileges

A life member shall be entitled to all privileges enjoyed by other members of the Association.

- i) He will not be required to pay any annual fee or subscription
- ii) He will be entitled to attend all General meetings and shall have the right to vote; however, no proxy vote is allowed
- iii) He shall have the right to attend all functions organized by the Association
- iv) He shall always be honoured and his dignity held in high esteem.

23. Motion / Remit

A Financial member wishing to move a motion at an Annual General Meeting shall give at-least fourteen (14) days notice in writing to the Secretary who shall circulate same with the Agenda a week prior to the meeting.

24. Office

The registered office of the Association shall be at 26 Mangere Road, Otahuhu, or such other place as determined by a General Meeting.

25. Common Seal

The Association shall have a common seal with the inscription: THE COMMON SEAL OF SOUTH AUCKLAND MUSLIM ASSOCIATION INCORPORATED; which shall only be used by the authority of the Executive previously given, and in the presence of two members of the Executive at the least, who shall sign the instrument to which the seal is affixed, and every such instrument shall be countersigned by the President, or the Secretary or some other person appointed by the Executive.

The seal shall be in the custody of the Secretary or such other person appointed by the Executive in his absence.

26. Winding Up

If upon winding up or dissolution of the Association, whether voluntarily or by the Registrar of Incorporated Societies or otherwise, there remains after satisfaction of all its debts and liabilities any property whatsoever, the same shall not be paid or distributed among members of the Association but shall be given or transferred to another charitable organization within New Zealand having objectives substantially similar to those defined in Rule 3, such gift to be determined by the Association at or before the time of dissolution and in default thereof by the High Court of New Zealand.

27. Payments to Members

No individual member (person) or Executive of the Association or any person associated with a member of the Association shall receive any form of private income, benefit or advantage from the operations of SAMA. No member of the Association or the Executive or any person associated with a member organization shall participate in or materially influence any decision made by the Association in respect of the payment to or on behalf of that member organization or associated person, of any income, benefit or advantage whatsoever. Any such income paid shall be reasonable and relative to that which would be paid in an arm's-length transaction (being the open market value).

28. Subsidiary Organizations.

Branch, Youth, Women & Other Chapters

18.1 The Association shall establish the following Chapters as deemed necessary:

- (a) Youth Chapter;
- (b) Women Chapter;
- (c) Branch(es) or
- (d) Any other Chapters

(Hereinafter jointly where appropriate called "the Chapters")

18.2 The purpose of operating the Chapters shall be to:

- (a) Co-ordinate activities at the local level, relevant to the chapter concerned
- (b) Receive information relating to the needs of its members
- (c) Disseminate information that is relevant to its members
- (d) Present to the Association the views and needs of its members, and
- (e) Enhance unity amongst all sectors of the members within the region

18.3 Each Chapter shall have a representative chosen by its members, who shall liaise with the SAMA President or his nominee from the Executive.

- 28.4 The respective names of each Chapter shall contain the words "South Auckland Muslim Association"
- 28.5 There shall be an annual convention of each Chapter at a time & place determined by its members in consultation with the President of SAMA
- 28.6 The Chapters shall consist of local members working in co-operation with the SAMA Executive
- 28.7 Each Chapter shall have its operating rules which the chapter members shall formulate and have them approved by the SAMA Executive.
- 28.8 Each chapter shall elect its officials at its annual convention.
- 28.9 The Representative from each Chapter shall have the following rights and duties:
- i) to represent the views of its members to the SAMA Executive
 - ii) to disseminate information from SAMA to its members
 - iii) to represent the Chapter's perspective on decisions taken at SAMA meetings and to participate in all discussions pertaining to that chapter.
 - iv) to fulfil any other duties as determined by the Chapter's membership
- 28.10 The Association shall take due cognizance of the rights and needs of the Chapters as conveyed by the respective Representative.



Abdul Shakeel Ahmed
Vice President



Ibrar Sheikh
Secretary



Mohammed Safik
Assist. Treasurer

APPENDIX A

MEMBERSHIP APPLICATION FORM

(SOUTH AUCKLAND MUSLIM ASSOCIATION INCORP.)

(FOR MUSLIMS LIVING IN THE DEFINED AREA FROM ST JOHNS, ONEHUNGA, TAMAKI, BEACHLANDS TO HUNTLY)

SURNAME:FIRST NAME:.....MIDDLE NAME.....

ADDRESS:.....

PHONE NO: (09)MOBILE.....

**EMAIL ADDRESS:
.....**

DATE OF BIRTH.....

I HEREBY DECLARE THAT I AM OVER 15 YEARS OF AGE AND BELONG TO THE AHLE SUNNATUL JAMAAT. THE INFORMATION GIVEN BY ME IS TRUE AND CORRECT. I'M AWARE THAT MY APPLICATION IS SUBJECT TO ACCEPTANCE BY THE EXECUTIVE COMMITTEE OF THE ASSOCIATION AND IF ACCEPTED I AGREE TO ABIDE BY THE CONSTITUTION OF THE ASSOCIATION. IF MY APPLICATION IS NOT ACCEPTED, ANY FEES (IF PAID BY ME) WILL BE RETURNED. I further agree that the above information can be displayed or disclosed to any member of Association and I will not invoke the Privacy Act.

SIGNED.....DATED.....

MONEYS (FOR SUBSCRIPTION) BEING \$.....PAID / NOT PAID

IDENTIFICATION OF THE APPLICANT

I HAVE PERSONALLY KNOWN THE ABOVE PERSON FOR A PERIOD OF MONTHS/YEARS AND CERTIFY THAT HE BELONGS THE AHLE SUNNATUL JAMAAT AND LIVES IN THE DEFINED AREA OF THE ASSOCIATION

NAME OF IDENTIFIER.....POSITION HELD.....

SIGNED BY THE IDENTIFIER..... DATE:

**FOR OFFICIAL USE ONLY:
(ACCEPTED/NOT ACCEPTED) BY EXECUTVE COMMITTEE AT ITS MEETING ON THE**

**MEMBERSHIP FEES PAID TORECEIPT
NO.....**

MEMBERSHIP NO. ALLOCATED.....

APPENDIX B

RULES FOR ELECTION OF EXECUTIVE

- a) Any financial member wishing to be elected to any of the positions in the Executive should be nominated by at least two financial members. Such nomination shall be submitted to the Secretary within seven days of the Notice of AGM of the year in which election of the Executive is to be held.
- b) After receipt of the nomination and within seven days thereafter, the Executive shall in consultation with all the nominees appoint a team of election officials who shall be Muslims of high respect and have no interest in the outcome of the election. The number of such persons shall not exceed three. In the event, the Election Officials cannot be chosen by consensus of the parties involved, the matter shall be referred to Appeal Tribunal who shall appoint such persons keeping in mind the above criteria for their appointment. The three members shall appoint a chairman from among themselves.
- c) If, at the close of nominations, there is but one eligible candidate for any of the following offices, ie Patron, President, Secretary, Assistant Secretary, Treasurer, Assistant Treasurer in the Executive, that candidate shall become an office-bearer-elect in respect of that office.
- d) For other positions in the Executive, if the number of nominees do not exceed the number required to fill those positions, those nominees shall fill those respective positions.
- e) If the number of eligible candidates for an office exceeds the number required to fill it, a vote by secret ballot shall be taken at the ensuing AGM.
- f) The Secretary shall prepare the ballot papers. The ballot paper shall show each position with names of all the nominees alongside it. The names shall be placed on the ballot paper, in alphabetical order of the surnames of the nominees.
- g) Sample ballot paper shall be given to the Election Committee before it is printed, The Elections Committee shall give its final approval for the ballot papers to be printed
- h) If there are insufficient nominees for the positions to be filled, nominations for such positions shall be called by the Chairman of the Election Committee at the start of the AGM. The calling of nominations from the floor shall be placed on the agenda, as next item after notice convening the meeting. If there are more nominees than the required number of positions available then election by show of hands shall take place.
- i) The Election Committee shall conduct the elections as independently as possible. For counting the votes each nominee for the position of President shall appoint scrutineer to observe the counting.
- j) The person receiving the most number of votes shall be declared the winner. In case of multiple positions the person who receives the most votes shall be declared the winner followed by the next person with highest votes, in descending order until all the positions are filled.