

Bylaws of the Malawi Chapter of the Internet Society

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Article I. - Name

This organization shall be called the Malawi Chapter of the Internet Society.

Article II. - Purpose

The purpose of the Malawi Chapter of the Internet Society shall be the following:

- a) Promote leadership in the internet industry
- b) Promote and contribute toward training and education on the internet and its related areas
- c) Promote and encourage standards and best current practices in network deployment in organisations
- d) Spearhead research into issues that are pertinent to Malawi
- e) Promote awareness among the local community on the internet architecture and those that are part of it e.g. the IETF, IEEE, ISOC, ICANN, AfriNIC, and IGF
- f) This Chapter will serve people who live or work in Malawi
- g) This Chapter is chartered by the Internet Society. These bylaws neither supersede nor abrogate any of the Bylaws of the Internet Society that regulate chapter affairs.

Article III. - Membership

The provisions of this section conform to the membership provisions specified in the Internet Society Bylaws Article V, Section1, which state:

- a) The Chapter shall have two classes of members: Organizational Members and Individual Members
- b) All members of the chapter shall also be members of the Internet Society
- c) Membership is not necessary, for participation in activities of the society or its chapters, BUT ONLY members shall have voting rights.
- d) All individuals and organizations falling within the defined scope of the chapter shall be eligible for membership without discrimination

- e) Membership in the Chapter shall be open to all ISOC members in the locality served by the Chapter upon request and payment of any prescribed fees, as determined by the Executive Committee.
- f) Student membership shall be open to all full-time students; student membership dues shall be determined by the Executive Council, but shall not exceed 75 percent of regular member dues.

Article IV. - Officers

- a) The officers of this Chapter shall be: Chair, Vice Chair, Secretary, and Treasurer.
- b) The officers shall be elected at the Annual General Meeting.
- c) They shall take office on the first day of the next fiscal year and serve for a **maximum of two terms after re-election**. A term shall consist of two fiscal years which shall begin in January and end in December.

Article V. - Duties of Officers

- a) The Chair:
 - i) Is the principal officer and is responsible for leading the Chapters and managing its activities in accordance with the policies and procedures of the Internet Society and these bylaws.
 - ii) The Chair shall preside at all meetings of this Chapter and of its Executive Council.
 - iii) With the advice of the Chapter's Executive Council, the Chair shall appoint all members of committees of this chapter and all committee chairpersons.
- b) The Vice Chair:
 - i) Shall preside at meetings in the absence of the Chair.
- c) The Secretary:
 - i) Shall keep the minutes of all Chapter and Executive Council meetings.
 - ii) Preparation of the Annual Chapter Report for presentation to the Chapter at the Annual Election Meeting.
 - iii) Preparation of the Chapter's Activity Report and submission of this report to ISOC Headquarters.
 - iv) Notification to ISOC Headquarters of any changes in the elected officers of the Chapter.
 - v) Submission of any proposed amendment to the ISOC Membership Team for approval. (As noted, in Article XI of these bylaws, proposed amendments must be approved before they can be submitted to the Chapter's membership for a vote.)
- d) The Treasurer:
 - i) Shall collect dues, pay all bills, and maintain the Chapter's financial records.

- ii) Preparation of the Chapter's Annual Financial Report for presentation to the Chapter at the Annual Election meeting.
- iii) Completion and submission of the Annual Financial Report to ISOC Headquarters.* (As is required by ISOC Document 94-253)

Article VI. - Executive Council

- a) The Executive Council shall consist of the current officers, the Past Chair, the chairpersons of all committees, and representatives to other organizations.
- b) The term of the members of the Council shall coincide with the terms of the officers.
- c) They shall take office on the first day of the fiscal year and serve for one year.

Article VII. - Standing Committees

The Standing Committees of the Chapter shall be

- a) Programs:
The Programs Committee shall plan and make arrangements for the technical programs of the Chapter's meetings in accordance with the members' interests and the aims of the Chapter as set forth in Article II.
- b) Education and Research
The Education and Research Committee shall coordinate, make plans and implement educational training, workshops and related events to ensure advancement of knowledge. The committee shall also be responsible for coordinating research activities and supporting researchers in their research activities. It shall also liaise with the Publicity committee on publicizing relevant research outputs.
- c) Membership, Publicity and Fundraising
The Membership, Publicity and Fundraising Committee shall promote and manage the membership of the chapter ensuring that the chapter is growing, and shall be responsible for all publications, advertisements, announcements and any assignment related to providing information to the public. The committee shall also be responsible for devising ways and means of generating funds for the running of the chapter.

Article VIII. - Temporary Committees

With the advice of the Chapter Executive Council, the Chair may appoint such temporary committees as appropriate.

- a) Nominating Committee, consisting of at least three members of this Chapter, at least two of whom shall not be members of the Executive Council, shall be appointed by the Chapter Chair at least two months prior to the Election meeting.
- b) An Audit Committee shall be appointed by the Chapter Chair at the close of the fiscal year to assure the accuracy of the accounting of the Chapter's funds for the year. This Committee should also verify the accuracy of the Financial Report prepared by the Treasurer for submission to ISOC. It shall be dissolved after the financial reports have passed all stages and are deemed accurate.
- c) The Emergency Committee shall be appointed by the previous chair at any time to assist in solving a crisis that may arise. The activities of this committee may include investigation into alleged misconduct, provide advice to the executive council on a government matter that may concern the chapter, legal battles with external parties, and similar duties. After the executive council deems that the emergency that arose has been dealt with, the committee shall be dissolved.
- d) Policy committee shall be appointed by the chair at any time when there is a need to develop a policy on a particular issue of concern. After approval of the policy by the executive council and a majority vote, the committee shall be dissolved.

Article IX. - Meetings

- a) The Chapter shall hold meetings only in places that are open and accessible to all members of the Society.
- b) Meetings shall be held as planned by the Program Committee.
- c) An Annual General Meeting (AGM) shall be held at the last meeting of the program year and this shall be either in November or December. At this meeting, the Chairperson and Treasurer each shall present a report. Also, the election of officers shall be held.
- d) Notices of the place and time of all meetings shall be distributed to all members at least one week prior to any meeting, by Internet mail or by oral, telegraphic, or other written notice, duly served on or mailed.
- e) The chapter shall hold two meetings each year and may hold other meetings apart from these as deemed fit by the executive council to resolve any issue arising.

Article X. - Disbursements and Dues

- a) Disbursements from the Treasury for Chapter expenditures shall be made by the Treasurer with authorization of the Executive Council and shall be included in the minutes of its meetings.
- b) Dues shall be fixed annually by the Executive Council.

Article XI. - Amendment and Voting Procedures

- a) All proposed changes to these Chapter Bylaws shall have been approved by the ISOC Membership Committee before being presented to the Chapter membership for a vote.
- b) No official business of the Chapter shall be conducted unless a quorum of the Chapter is present.
- c) A quorum of the Chapter shall be defined as 40% percent of the voting membership of the Chapter or at least 10 members, whichever is greater.
- d) A simple majority of the members present and voting shall be required to carry a motion.
- e) To vote on the Bylaws, the Chapter should have a quorum of 50% of the members present and the action will be passed by a plurality of affirmative votes (majority of those voting yea or nay)
- f) Officers will be elected by a plurality of votes cast. If the election is conducted by mail ballot, sufficient ballots must be returned to have constituted a quorum.

Article XII. - Dissolution of the Chapter

- a) Dissolution of this Chapter by consent of the members shall consist of unanimous agreement of all its officers together with a majority vote at a meeting which has been publicized in advance to all members of the Chapter for the purpose of taking this vote.
- b) Should this Chapter be dissolved, its assets shall be transferred to an organization or institution as agreed to by the members at the dissolution vote.
- c) After the vote to dissolve the chapter, the Executive Council shall appoint an Emergency Committee which shall work together with the executive council of the selected recipient organization or institution to transfer all the assets. The treasurer shall provide a financial report which shall be audited before any transferring process commences.

Inaugural Members:

	Full Name	ISOC Number	Affiliation, Contact
1	Josiah Chavula	4864	University of Cape Town, South Africa. josiahchavula@gmail.com 0847083172
2	Ruth Kapanga	134749	

3	Exile Njoka		
4	Brian Longwe	34073	
5	Tuntufye L Mwamlima		
6	Doreen Chimaliro		
7	George Kamanga		
8	Jacob Mziya	192911	
9	Stanislaus Chisoni Mtingwi	189814	
10	John Gumbo		
11	Fransis Bisika	191448	
12	Kondwani Masiye	16402	
13	January Mvula		
14	Limbika Kanjadza		
15	Patrick Chinguwo		
16	Paulos Nyirenda	18595	
17	Mphatso Augustine Sambo	193878	
19	Elizabeth Chatuwa		
20	Bram Fudzulani	59665	
21	Vincent Kumwenda	193955	
22	Matthew Mvula	193880	
23	Manota Mphande		
24	David Tsambewe	190280	
25	Chimwemwe Lipato	193888	
26	Innocent Kamlopa	192871	
27	Daurice Nyirongo	193882	
28	Dennis Mwanika	80745	

29	Scott Muocha	193893	
30	Mwayi Mchuchu	193889	
31	Herbert Nkhoma	193879	
32	Moses Msukwa	125777	
33	Muti Michael Etter-Phoya	193930	
34	Towera Mjimapemba	193896	
35	Stephano Zgambo	183356	
36	Chawezi Chijere Chirwa	193892	
37	Chimwemwe Msiska	193952	
38	Tiwonge Msulira Banda	108458	
39	Ian Chafulumira	193954	
40	Chimango Nyasulu	193900	
41	Mudaniso Hara	193962	
42	Joseph AB Kumwenda	193667	
43	Clement Matola	194257	
44	Joshua Salima		
45	James Chirwa	5066	
46	Frank Khuwira	2177753	
47	Jimmy Kainja	2189485	
49	Kondanani Phiri		
50	Barros Atupele Mweso	2215341	