

NATURAL RESOURCE MANAGERS ASIA GROUP CONSTITUTION 2058 (2002)

Introduction

Natural resources management plays an important role in national and overall development of the country. FONAREM Asia is an independent non-government organization to promote strengthen and exchange the knowledge is natural resources management of South Asian region.

Considering this point, natural resources managers those who are graduated from Norway made regional gathering in of south Asia Feb 11, 2001. The gathering decided to establish Natural Resources Manager Asia group. The main objectives of the institute will be mobilized the effectiveness of natural resources management, mobilization and conservation by committed group of natural resource managers.

Part - 1

1. Name & Introduction
 - a) This institution name will be Forum of Natural Resources Managers Asia in short FONAREM Asia.
 - b) This constitution will be implemented after approval date.
- 2) Introduction
 - a) "Constitution" means FONAREM Asia constitution.
 - b) "Institute" means FONAREM Asia.
 - c) " Law" means this constitutes mentioned law.
 - d) " Working committee" means working committee formed according to constitution law.
 - e) " Executive members " means FONAREM Asia executive board members.
 - f) "Members " means member of FONAREM Asia member.
 - g) "Office " means institute's main office.
 - h) "Local Authority " means District Development officer.
 - i) " Law" means mention in constitution law, regulation and decision.
- 3) Institute stamp and logo
Institute has separate stamp and logo.
- 4) Establishment and office
 - a) This institute will work as independent, non- government organization and services-oriented organization after approval of the constitution
 - b) This institute main office will be in Katmandu.
 - c) This institute can authorize to make income, utilization, using, rented sell and others institution.

- d) This institute can protest to others but any other institute can not protest this institute.

Part - 2

5) Institute Objectives

FONAREM Asia objectives will be as per guidance and policy of His Majesty Government. They are:

- a) To establish form related to natural resources management information, new skill and experiences among FONAREM Asia a member and to exchange and work among members.
- b) To make improvement to members through study visit, training, and institute about decreasing world Natural environment on degradation of local environment, bio-diversity, environment conservation and promotion activities.
- c) To make up-date in the members in forest management, plantation, grouping, management, soil conservation, river embankment, road site conservation for natural resources management and conservation.
- d) To launch community development programmed by co- organization among work related NGO, INGO, Institution.
- e) To develop public awareness about natural resource management through training, institution, workshops study and research.

PART 3

6.1.1 Membership Qualification

- a) At least graduate done by Natural Resources Management and Sustainable Agriculture from Norway
 - c) Should not be disqualified under law.
 - d) Should not mental imbalance.

6.1.2 Type of Membership

- a) General
- b) Joint member
- c) Awarded member
- d) Life long member

6.1.3 Membership Fee

- a) General membership of the institute for Nepali citizenship will be Rs 500/- and other countries will be \$1045/year.
- b) Joint-membership fee will be dependent by the institute.
- c) Life long membership fee will be \$ 100 or Rs 5000.

6.1.4 Membership date expiry

Following condition membership will be expired.

- a) If he/ she resign and approved by executive committee.
 - b) Not during the renew the membership or
 - c) Having mental disorder or
 - d) Disqualified by law or
- If he or she act as opposite of the institute or 1/3 of members approved have blamed not doing his/her responsibility, or
- e) If he/she dies or
 - f) If he/she misuse the institute stable and unable property, executive members shall make the final decision.

6.1.5 Vacancy seat fulfillment

Member vacancies can be fulfilled according article 1 line 10 a. If chairperson is vacant vice-chairperson can take responsibility.

- b) If other executive members are vacant and could not conduct general assembly. Executive member can select from general members and a vacant member was filled, before election.
- c) If a person is holding executive post during the establishment, he/she should be responsible for assigned duties. If he/ she want to release from duties he /she should hand over the all kinds / goods to executive committee.

PART 4

6.2 Institute general Assembly and executive committee formation

- a) General assembly is called as per formed part 3 and assigned requirement of membership and membership fee.
- b) General assembly
 - 1. General assembly will be done once a year.
 - 2. Reputed persons can be nominated by general assembly majority executive voting.
 - 3. Executive committee duration will be three years.
- c) Assembly members
 - 1. 1/3 of the total members should be present in general assembly and decision will be made inquiring to the majority. Executive members can form one advisory committee in general assemble to work effectively and help.
 - 2. Special general assembly should be 2/3 of the total members.
- d) General assembly function work, responsibility & duties
 - 1. To develop the institute policy
 - 2. To give direction to executive committee
 - 3. To study the different activities done by institute
 - 4. To make approval of annual budget submit by executive committee.
 - 5. To elective of Executive committee
 - 6. Do discussion on constitution amendment and made decision
 - 7. To award the person for betterment of the institute.

8. To make discussion on audit report and give direction and provide feed back of institute at annual activities.

e) Process of Executive committee formation

Executive committee will be formed which contains elected chair-person, vice-chairman, Secretary, treasurer, joint secretary, each of five executive members and other six members.

PART 5

7. Executive Committee meeting and decision.

- a) Executive meeting will be once a month, but if needed extra meeting can be done with direction of chair-person.
- b) If the monthly meeting is not conducted and 25% of the executive member give written request for meeting to chair-person. The chairperson has to call meeting with written information within three days.
- c) Secretary has to inform to the members by written letter with place, date and meeting agenda before one week.
- d) Chairperson chairs the meeting. If chairperson is absent vice-chairperson will be chairperson. If both are not present in the meeting, executive members will be chair-person according to consensus decision.
- e) 51% of the members should be present as full house meeting.
- f) Majority will be recognized as a discussion, Org there is equal in decision making process, the chair-person will give decision.
- g) Executive committee meeting can decide general work. If the decision will make long term effect it should be approved by general assembly.

Part 6

(Financial management)

8. FONAREM Asia will have separate fund

a) Economic sources

1. Annual and entrance membership free
2. Personal and institutional donation and gift.
3. Government and NGO's provided gift grant and physical support.
4. Institutional stable and unstable property's provided fund
5. Income from institutional advisory fund
6. Income from institutional publication sale

b) Permission will be taken from His Majesty Government to take international support.

b) Institutional stable and unstable property record will be kept.

c) Institutional expenditure will be done as per executive committee decision.

d) All economic transaction will be done through bank. Two persons will be responsible for signature as Chair-person, Secretary or Treasurer.

- e) Institutional financial year will start from Nepali's calendar 1st Sharan (July) and end last Ashad (June).

9. Account and auditing

- a) Double entry account will be kept income and expenditure.
- b) Authorized auditor will do every year auditing at end of financial year.
- c) Audit report will submit in executive meeting and general assembly by treasurer. He\she will keep all financial accounts.
- d) Treasurer will keep all financial transactions.

Part- 7

Committee functions, Duties and Power

- 10) Expenditure function, duties and power will be as follow:
 - a) To make implementation of the policy and direction approved by general assembly.
 - b) If the executive board member post is vacant fulfil the board member by general member.
 - c) To prepare annual budget and program and submit to general assembly and make approval and implement them.
 - d) To prepare the programme and implement activities related to institute objectives.
 - e) To make appointment and resignation staff as per institutional need.
 - f) To run daily work of institute.
- 11) Chairperson's function, duties & power will be as follows;
 - a) Chairmanship will be taken Chair-person in Executive committee meeting
 - b) To do corresponding and calling the meeting
 - c) To regular the official work and control and supervision of office staff.
 - d) To take responsibility as a chief of the institute.
 - e) To work as other official benefit
 - f) Supervision, study, monitoring and evaluation except institute program.
- 12) Vice Chairman's function, duties and power will as follow:
 - a) All activities need to be done if chairperson is absent.
 - b) To conduct daily work by taking advice of chairperson.
- 13) Secretary function, duties power will be as follows:
 - a) To implement the institute decision.
 - b) To do administrative work as per direction of chairman.
 - c) To do minting in the meeting and manage and protect necessary document and cash.
 - d) To do work as per institute chief direction

Joint secretary function duties and power will be as follows:

- a) To do work as secretary if secretary is absent,
 - b) To do work as per chairperson assigned duties.
- 13) Treasure function duties, and power will be as follows:
- a) To take responsibility of all institutional financial transaction.
 - b) To put account and make report of income and expenditure.
 - c) To do expenditure as per approval budget line.
 - d) To maintain account for auditing and present audit report in the meeting.
 - e) To present the audit comments in meeting and implement as per meeting decision.
 - f) To do other work as per assigned.

PART- 9

Others

16) Resignation

Resignation given by Chairperson to vice-Chair-person and other executive committee members give resignation to Chairperson will be free, if the executive committee approved the resignation.

17) Amendment of Constitution

Decision done by executive board and forwarded to general assembly for amendment of constitution. It is necessary to approve by $\frac{2}{3}$ of the majority and approval done by related authority, the constitution will be revised.

18) Representative Nomination

- a) To nominate representation for national international institution to improve of relation for national and international as per working committee decision.
- b) Nominate person need to do official corresponding and he/she will be having power to prepare proposal submit and even to do agreement.

19 Vote of non-confidence proposal

If the 30% of the total member or executive committee $\frac{2}{3}$ can demand election, it can call general assembly. $\frac{2}{3}$ members can pass the vote of non-confidence in that meeting to the executive board members.

20. Unstable

If this constitution is not match with Nepal law it does not work.

21 Dismiss

If this institute do illegal activities which is opposite of law and institute. Protest application can be given by members and out side person about institute. After that general assembly can pass the dismiss the institute because of during illegal activities and opposite to the institution. At the movement the institute moveable and unmovable property goes to His majesty Government.

22) Power of making Bill

Executive committee can make bill to do institutional activity. The bill is dependent upon the "institutional law of 2034" and its constitution.

23) Explanation

The executive committee is responsible for explanation of the institutional constitution and law.

24) Others

Sub-committee can be formed if executive committee needed.

FONAREM Asia executive committee will be formed as follows:

S.N.	Designation	Name	Address
1.	Chairperson		
2.	Vice-Chairperson		
3.	Secretary		
4.	Joint –Secretary		
5.	Members		
6.	Members		
7.	Members		
8.	Members		
9.	Members		
10.	Members		
11.	Members		