

Constitution of the Association

§1 Name and seat of the association

- (1) The association has the name Humission.
- (2) It shall be registered in the association registry of the local court (Amtsgericht) in Aachen, Germany, and bear the name affix "e.V."
- (3) The association's seat is in Aachen, Germany.

§2 Purpose of the association

- (1) The purpose of the association is the promotion of development cooperation.
 - a) The association pursues the objective of financially supporting graduates of secondary educational institutions in Malawi, so that they are able to begin university studies.
 - b) The association provides resources to hold seminars and courses about the risks of cooking over open fire in Malawi and demonstrate alternative methods. Specifically, the association plans to build specially developed clay ovens, that reduce smoke emissions and the amount of firewood used.
- (2) The purpose of the association is to provide support for education, national education and vocational training, including student aid
 - a) The association pursues the objective of financially supporting graduates of secondary educational institutions in Malawi, so that they are able to begin university studies.
 - b) The association wants to meet the challenges of the dual social environment of Non-Government Organisations. For this purpose, we plan to not only accelerate our work in the project countries, but also educate and spread information in Germany about the projects of the association, problems regarding development in general, as well as structures and challenges in Malawi. This shall occur in cooperation with schools and other educational institutions in the proximity of the association.
- (3) The purpose of the association is the advancement of the international attitude, tolerance in all areas of the culture, and the idea of international understanding.
 - a) The association pursues the objective of strengthening its own, as well as others' communication with people from the project countries within the scope

of the project work and beyond. Furthermore, we plan to continue the development of knowledge about differing livelihoods and life plans.

(4) The association exclusively and immediately pursues non-profit purposes in accordance with the section "tax-privileged purposes" of the German Tax Code ["AO"].

(5) The association is a charitable organization; it does not primarily pursue its own economic purposes.

§3 Financing and fiscal year

(1) The association's purposes will be financed through contributions, donations, and grants.

(2) The amount of the membership contributions and their due date will be determined by the general assembly.

(3) The membership contributions will be charged for one calendar year.

(4) The treasurer will keep record of the association's income and expenses.

(5) Payment instructions require the signature of one of the board members named in §5 (1).

(6) The association's fiscal year shall be the calendar year.

(7) The resources of the association may only be used for purposes defined in the constitution. The members do not receive allowances from the association's resources.

(8) No person shall benefit from expenses, that are foreign to the association's purposes, or from disproportionately high compensations.

§4 Membership

(1) Any natural person can become a member of the association.

(2) The board will make the decision about the admission after a written application has been submitted. In the case of minors, the written application shall be submitted by the parent/s or legal guardian.

(3) Upon admission, the member's personal data will be collected and stored. This data will not be transmitted to third parties or published. Authorized public institutions are exempt from this. The data of the board members are exempt from the publication ban.

(4) Membership ends in the following cases

- death of the member,
- cancellation by the member or the association,
- deletion from the member list,
- exclusion from the association.

(5) The cancellation of a member must be declared in written form to the board. This

cancellation will only be accepted, if it occurs at least six weeks prior to the end of the year.

(6) Cancellation by the association can be declared by the association, if it occurs at least six weeks prior to the end of the year. This cancellation must be substantiated.

(7) Deletion from the member list is possible, if the member did not pay his membership contribution for more than two months despite an overdue notice.

(8) A member may be excluded from the association, if the member has grossly violated the association's interests. The member must be heard prior to the exclusion. The member may submit an appeal against the exclusion to the general assembly within four weeks after the decision has been made. The member's obligations are paused until the process concludes. Pausing the member's obligations does not affect the obligation to pay the membership contribution.

(9) The excluded or resigned member has no claims on the association's assets.

§5 Board

(1) The complete board of the association consists of the First Chair, the Second Chair, the Secretary and the Treasurer.

(2) Within the meaning of §26 of the German Civil Code ["BGB"], the board consists of the First Chair, the Second Chair, and the Treasurer. Each of them represents the association individually.

(3) The board shall be elected by the general assembly for a term of two years; though they remain in office until a new election.

(4) If a position on the board is not filled, the board may appoint (co-opt) another member to the board for the remaining term. The board may also appoint a board member to fill two positions jointly.

(5) The re-election of the board is possible.

§6 General assembly

(1) The regular general assembly takes place annually. Furthermore, a general assembly shall be convened, if it is in the interest of the association, or if 1/10 of the members call for a general assembly in written form, stating the purposes and reasons.

(2) Every general assembly shall be convened by the board in written or electronic (email) form, in compliance with an invitation period of two weeks and stating the agenda. Invitations are deemed as serviced, if they were sent to the member's last known address or email-address. The date of dispatch is decisive for determining the invitation period.

(3) Assembly Chair shall be the First Chair or, if the First Chair is unable to attend, the

Second Chair. If both are not present, an Assembly Chair will be elected by the general assembly. If the Secretary is not present, one will also be appointed by the general assembly.

- (4) Every properly convened general assembly is quorate, irrespective of the number of members present.
- (5) The decisions of the general assembly are passed with a simple majority of the cast and valid votes. Changes to the Constitution require a 3/4 majority of the members. Changing the association's purpose requires the approval of all members.
- (6) There shall be a record of the decisions passed by the general assembly, that must be signed by the Assembly Chair and the Secretary.
- (7) The general assembly receives reports from the board and relieves it.
- (8) Requests for the agenda of the general assembly may be submitted in written or electronic (email) form for up to three days prior to the general assembly.
- (9) Every member has one vote. Transferring a vote is not possible.
- (10) In general, votes are cast by a show of hands. If requested, a secret ballot may be performed, if the request passes with a simple majority of the cast votes. The same provision applies to the election of the board.
- (11) Prior to the election of the board, an election supervisor shall be appointed.
- (12) The election of the board shall commence individually. A block election is not possible.
- (13) If no candidate was able to secure a majority of votes during the first ballot, a runoff election between the two candidates with the most votes shall take place.
- (14) If only one candidate is suggested, that candidate will be elected, if he can secure a majority of the cast votes. If this does not succeed, a second ballot will take place, for which new candidate-suggestions may be submitted.

§7 Administration

- (1) The members are obligated to report changes to the personal data, stated in their admission application, to the association.
- (2) The board passes its decisions regularly during meetings.
- (3) With the exception of the general assembly, decisions of the association's bodies (the board) may be made in electronic form, namely via email, or by telephone. The decisions are effective if at least half of the board members were involved in the vote.

§8 Dissolution of the association, disposal of association assets

(1) A 4/5 majority of the cast and valid votes are necessary for the dissolution of the association.

(2) Upon the dissolution of the association, revocation of legal capacity, or loss of tax-privileged purposes, the association's assets shall go to the Association of the Holy Childhood "Die Sternsinger e.V." for use in the Malawi area.

Aachen, Germany

9 March 2018

End of translation

The accuracy and completeness of the preceding translation from the German language is hereby certified.

Place: **Aachen, Germany** Date: **15 November 2020**

Translation remarks are marked with the following brackets [...].

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