



PROGRESSIVE
BLACKS IN
INFORMATION &
COMMUNICATION
TECHNOLOGY

Constitution of the Progressive Black in Information and Communication Technology

*As adopted in the 1st National General
Conference held on*

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PREAMBLE

AWARE that the African National Congress liberated and continues to liberate the entire South African society from the injustices of the past. The apartheid regime which affected Black people in South Africa, we are mindful, also, of the fact that much work needs to be done to correct the imbalances posed by these injustices. We have been aware for a very long time as practitioners in the ICT sector that there is a need to bridge the digital divide by, decolonizing and transforming the sector to benefit our people, Africans in particular within South Africa.

Black people in South Africa through the freedom charter have been made aware that this Country and its opportunities belong to all those who live in it and that these opportunities should benefit the Black people in particular African. We also note with a particular interest that a large portion of ICT spend benefits those who benefitted from the apartheid government. Without an organized structure to push the radically economic transformation agenda of the ICT Sector in line with the vision of the ANC the status quo will remain.

NOTING that Black people are the ones mostly effected and affected by poverty and the digital divide due to the historic policies of segregation that continue to create opportunities for the white minority in the disproportionate allocation of the ICT spend in the country.

HAVING REALISED THAT the opportunity exists now for PBICT to advance the agenda of social and economic transformation of Black people especially African people.

WHEREAS government agencies, parastatals and private companies continue to give opportunities to the privileged and deny the previously disadvantaged opportunities to grow and lead the ICT Sector.

REALISING THAT poverty, illiteracy, incapacitation and several socio-economic issues continue to widen the gap between the haves and have nots.

NOTING THAT the Government of the ruling party has made every attempt to make policies that create a platform for radical transformation yet the ICT sector still lags behind with because its dependency on foreign technologies.

CONVINCED THAT we as PBICT, are in a better position to address the plight of Black people, in ICT through affiliations, associations, alliances and partnerships with organizations and groupings with whom we share the same vision.



We the several members whose names are subscribed hereunder attached do constitute ourselves into Progressive Blacks in Information Technology (PBICT).

NOW THEREFORE, we the members hereby join the PBICT voluntarily and bind ourselves to this constitution.



ARTICLE 1: NAME, LOCATION & LOGO

The PBICT is established as a group of like-minded individuals, organisations and companies who share a common purpose.

- 1.1 The name of the organization shall be **PROGRESSIVE BLACKS in INFORMATION AND COMMUNICATION TECHNOLOGY** hereinafter referred to as the **PBICT**.
- 1.2 The Offices of the PBICT shall be located at a duly designated and approved address in each Province and the Head Office shall be determined by the National Executive Committee (NEC).
- 1.3 The PBICT organization shall be a non-profit company,
- 1.4 The colors of the PBICT organization shall be Black, green and gold. To the PBICT the colours shall be further extended as outlined in appendix 1 where the logo is also described and constituted.

ARTICLE 2: FOUNDING PROVISIONS

The PBICT is a non-profitable independent organisation which represents the interest of Black people in the ICT and Communication sectors founded on the following vision, mission and characteristics.

2.1 Vision

We see the ICT sector fully transformed ensuring full access and ownership to Black people in general and African in particular.

2.2 Mission

We will achieve our vision by aligning ourselves to the revolution of South Africa and working with all those who share a common purpose with us.

2.3 Character of the PBICT



The PBICT is a progressive organisation which aligns itself to the revolution which aims to address the imbalances of the past and one which strives to ensure equity through radical economic transformation. We further identify ourselves with the leader of that revolution being the African National Congress.

The PBICT shall:

- a) Be a non-racial, non-sexist organisation which focuses on transforming the ICT sector to benefit the Black people of South Africa.
- b) Ensure that its policies and position is determined by the membership and its leadership is accountable to the membership in terms of the procedures laid down in this Constitution.
- c) In its composition and functioning, be unitary, democratic and follow these key principles: inclusivity, engagement and communitism.
- d) Cooperate closely with the ANC and other forums or groupings which strive to transform the lives of Black people in the country.
- e) Create a platform for an exchange of ideas and shall encourage open debates on all organizational and sector related issues which include but not limited to the following political, economic, social, legislative and technological.
- f) Lead the rapid and radical transformation of the ICT sector in South Africa.
- g) Partake in the sector related programme in Africa that seeks to empower the continent and its people.
- h) Challenge any system that excludes Black people from participating in the sector.
- i) Support the leader of the South African revolution and its Government where the PBICT feels we share the same views and objectives. Contradict when the former does not apply.

2.4 Purpose of the PBICT



The purpose of the PBICT shall be to ensure that Black people have full access to the ICT and the Communications sectors and shall further promote innovation and advance the agenda to ensure that as a Country we produce technology more than we consume.

2.5 Establishment

The PBICT shall be deemed to have come into force upon the following:

- a) Registration as with the Companies and Intellectual Property Commission as a non-profit company;
- b) Adoption of the concept by interested members who are active participants in the industry;
- c) Recruitment of at least 100 founding members across 5 or more Provinces;
- d) Convening of the founding conference which must be attended by 51 or more founding members;
- e) Adoption of the Constitution at the founding conference;
- f) Election of the first National Executive Committee of the PBICT at the founding conference;

ARTICLE 3: AIMS, OBJECTIVES & ACTIVITES OF THE PBICT

3.1 Aims and Objectives of PBICT

The PBICT aims ensure that Black people take full ownership of the ICT and the Communication Sectors.

The aims and objectives of the PBICT are:

- a) To unite all the South Africans in the sector, who subscribe to the radical economic transformation agenda;
- b) To create an enabling environment which gives Black people a minimum of 70% of the mainstream economic opportunities in the sector.
- c) To lead the agenda of eradicating the digital divide, bringing about equality and universal access for all South Africans.
- d) To support and advise stakeholders on the policies and direction of the sector;



- e) To co-ordinate the development of technologies and innovations in South Africa;
- f) To build relations with Public and Private stakeholders who share a common interest and vision of the PBICT;
- g) To support and advance the international agenda of protecting the environment and promoting green technology in South Africa;
- h) To support and advance the development of the youth and women sector;
- i) To open doors of opportunity for Black SMME's in the sector;
- j) To challenge any system that promotes or allows monopolisation of the sector by the few;

3.2 Activities of the PBICT

- a. **Engage** all stakeholders on behalf of Black people in the sector to influence policy and development of the sector in South Africa and ultimately Africa;
- b. **Organise** Black people in the sector to achieve the radical economic transformation agenda of South Africa;
- c. **Influence** the development of knowledge, skills and content production in the sector by ensuring the alignment of the education curriculum to the needs of the industry;
- d. **Promote** the development and manufacturing of locally designed and produced technologies and content.
- e. **Bridge** the digital divide to eradicate the gap between the haves and the have nots.
- f. **Grow** the organisation and ensure representation in every Province.
- g. **Create** a sense of awareness in the society to make maximum usage of technology as an integral part of improving their way of life through the internet of things.



- h. **Establish** international relations towards the achievement of our objectives.
- i. **Encourage** the youth and woman to participate and take control of the sector.

ARTICLE 4: MEMBERSHIP

4.1 Qualification of Membership

Membership shall be open to all those who are in the sector irrespective of race, religion, gender or affiliations as long as they conform to the following:

- (a) He/she is an active contributor to the Information and Communication Technology sector or the Media and Communication Sector not limited to the following categories (Entrepreneur, Employee, Student, Educator, Professional and Academics).
- (b) He/she subscribes to the founding provisions of the PBICT.
- (c) He/she was recruited through a duly authorised process of the of the PBICT and
- (d) He/she has paid their membership fee in full should it be required.
- (e) The PBICT shall be open to corporate membership that will incorporate the right to participate in and contribute to all meetings through its nominated representatives but shall not be entitled to vote.
- (f) Granted special concession for honorary membership by the NEC of the PBICT.

4.2 Categories of Membership

The membership of the PBICT shall be categorised as follows:

a) **Founding members**

Founding members shall be those members who join PBICT before the convening of the founding conference. Within the Founding members shall be a category of the **Founders** which shall refer to the members who established PBICT and are on the CIPC certificate.

b) **Ordinary members**

Ordinary members shall be those members who have joined the PBICT in line with rule 4.1 and are not corporate members or honorary members. Ordinary



members may be invited to meetings, conferences and summits of the PBICT and may also be elected into structures of the PBICT. Ordinary members have voting powers and duties as prescribed in this constitution.

Students may join as ordinary members of the PBICT provided that they are above 18 years of age or are on the final year of their final study.

c) Corporate members

Corporate members shall be those members who have joined the PBICT in terms of rule 4.1(e). Corporate members may be invited to meetings, events, functions and other gatherings of the PBICT at the discretion of the Provincial and National Executive Committees. Corporate members may not be elected into any structure of the PBICT. The membership subscription of Corporates shall be classified according to the size of the Corporate Members. The membership subscription shall be divided into large enterprise and small medium enterprise.

d) Honorary members

Honorary members shall be those members who join the PBICT on concession by the NEC. Honorary members are invited to events and gatherings of the PBICT at the discretion of the NEC and do not have voting powers but can contribute in the gatherings of the PBICT. Honorary members may not be elected into any structure of the PBICT.

ARTICLE 5: THE RIGHTS, DUTIES AND BENEFITS OF MEMBERS

5.1 Rights of members

Every member shall be entitled to:

- a) Take a full and active part in the discussion, formulation and implementation of the policies of the PBICT;
- b) Receive and impart information on all aspects of PBICT policy and activities;
- c) Offer constructive criticism of any member, official, policy programme or activity of the PBICT within its structures;



- d) Take part in elections and be elected or appointed to any committee, structure, commission or delegation of the PBICT unless limited by conditions of membership set out in 4.2; and
- e) Submit proposals or statements to the Provincial or National Executive, provided such proposals or statements are submitted through the appropriate structures.
- f) Founding members shall have the right to be delegates of the founding conference and adopt the Constitution.
- g) The Founders shall have the responsibility to guide the vision and mission of PBICT.
- h) Founders shall attend the *NGC* and the *Mid-term review* meeting as **Founders** of PBICT with full participation and voting rights.

5.2 Duties of members

Every member of the organization shall;

- (a) Pay the membership fee that shall be determined from time to time by the National Executive Committee (NEC).
- (b) Comply with the provisions of this constitution and resolutions of various structures, meetings and conferences of the PBICT.
- (c) Promote, develop, implement and protect the objectives and founding provisions of the PBICT.
- (d) Meet all the obligations as shall be from time to time be determined by the PEC/NEC of the PBICT.
- (e) Action such work as shall be assigned to him/her by the PEC/NEC as long as that work is within the legal prescripts of the law and does not in any way contravene the policies of the organization.

5.3 Benefits of members

Every member of the PBICT shall be entitled to the following opportunities and value propositions:

- a) Access to preferential rates from associate organisations and partners of the PBICT in the space of hardware, software, training and other services;
- b) Access to a wide network of key stakeholders and partners in the ICT field which members can use for career or business growth opportunities;
- c) Access to a wide support base to easily overcome challenges and get advice on approaches and plans to overcome difficulties;



- d) Access to information through various channels to keep members ahead of technological development;
- e) Growth opportunities from initiatives and programmes of the PBICT;
- f) Access to programmes of the PBICT aimed at developing its members;

ARTICLE 6: CESSATION OF MEMBERSHIP

6. A person shall cease to be a member of the organization if he/she;
- (a) Dies,
 - (b) Resigns,
 - (c) Is certified to be of unsound mind by a recognized medical practitioner.
 - (d) Is expelled from the organization in terms of this Constitution.

ARTICLE 7: DISCIPLINE OF MEMBERS

- 7.1 The NEC/PEC shall have powers to suspend any member through a duly NEC adopted disciplinary process from the organization if such a member acts and/or conducts himself in a manner prejudicial to the interests of the PBICT.
- 7.2 The duration of such suspension shall be at the discretion of the executive committee which suspended the member provided it shall be reasonable in the circumstances.
- 7.3 The suspended member shall have the right to institute appeal proceedings to the NEC within (2) weeks after the decision to suspend has been taken.
- 7.4 The NEC shall have powers to reinstate, further suspend or expel a person who has been suspended or found guilty of committing an offense as per clause 7.1 of the Constitution.
- 7.5 Any person who is undergoing a disciplinary process has the right representation by any member of the PBICT or a legal representative.
- 7.6 In case of a dissatisfaction with the decision of the NEC to expel the member, the member has a right to appeal to the next NGC of the PBICT.

ARTICLE 8: STRUCTURES OF THE ORGANIZATION

The PBICT shall be made up of the following structures:



8.1 The National Executive Committee (NEC)

The NEC of the PBICT shall be elected at a National General Conference (NGC) which shall have an elective conference every 3 years.

8.2 The Provincial Executive Committees (PEC)

The PEC shall be elected at the Provincial Annual General Meeting which shall be convened annually per Province.

8.3 PBICT Students Desk (PSD)

- a) The PEC of the PBICT in every Province shall establish a PBICT Students Desk in every institution that offers ICT and or media and communication as part of its curriculum.
- b) The term of office of the Student Desk shall run concurrent with the academic year.
- c) The PSD shall be established in accordance with the guidelines developed by the NEC.
- d) The PBICT Student desk shall work close with all progressive student movements that are aligned to the ANC.

8.4 PBICT Consortia

- a) The PBICT NEC shall establish a National Consortium which shall be a vehicle of opening access to National opportunities for its members.
- b) The PEC of each Provinces shall also establish a Consortium which shall be operated under the guidance of the National Consortium.
- c) The Consortia shall be established and run under the generally acceptance Governance practices which shall be adopted by the NEC.

8.5 Provinces

- a. For purposes of PBICT structures, the country will be divided into the following Provinces, which will be demarcated to correspond strictly to the Provincial boundaries established in the South African Constitution:
Eastern Cape;
Free State;
Gauteng;
KwaZulu-Natal;
Limpopo;
Mpumalanga;
North West;



Northern Cape; and
Western Cape.

- b. The provincial headquarters shall be determined by the PEC.
- c. Provinces shall be constituted by 25 members subject to the resolution of the NGC which may amend this constitution.

8.5 The National General Conference (NGC)

The NGC is the highest decision making body of the PBICT and shall be convened by the NEC after every 3 years.

8.5.1 Voting delegates of the NGC

- a) The following Executive members will be voting delegate at the NGC :
The Provincial Chairperson;
The Provincial Secretary;
The Provincial Co-ordinator of the Student Desk;
- b) Founding member and Ordinary members which will be allocated by the NEC proportionally based on the Provincial membership in good standing. The NEC shall determine the formula to be used for such allocation.
- c) All members of the National Executive Committee shall attend, ex-officio, as full participants, and as voting delegates.
- d) Founders in terms of 5.1 (h) of the Constitution.

8.5.2 Non-Voting Delegates:

The NEC may invite Guest, Alliance Organisations, Media, and Representatives from Corporate members and honorary members to the NGC.

8.5.3 Quorum

- a) The NGC can only be convened if there is 5 or more Provinces which have active Provincial structures.
- b) For the NGC to quorate there must be 51% or more of the expected voting delegates to the NGC.



8.5.4 Duties and Powers of the NGC

The National General Conference shall:

- a. Decide and determine the policy, programme and Constitution of the PBICT;
- b. Receive and discuss the reports of the NEC which shall include the Presidential Address, the Secretary General's Report, which shall include a report on the work and activities of the PBICT Student Chapter, and the Treasurer General's Report;
- c. Have the right and power to review, ratify, alter or rescind any decision taken by any of the constituent structures, committees or officials of the PBICT;
- d. Elect the President, the Deputy President, National Chairperson, the General Secretary, Deputy General Secretary, Treasurer General, Deputy Treasurer General, 3 additional members and
- e. Have the power to elect or appoint any commission or committee and assign specific tasks and duties to such commission or committee.
- f. The NGC has the power to amend the constitution.

8.6 Composition and Duties of the National Executive Committee (NEC)

8.6.1 Composition

The NEC shall be elected as per rule 8.5 of this Constitution and shall be composed as the following:

- (a) President
- (b) Deputy President
- (c) Chairperson
- (d) General Secretary
- (e) Deputy General Secretary
- (f) Treasurer
- (g) Deputy Treasurer General
- (h) 3 Additional members
- (i) Chairpersons of Provinces
- (j) National Co-ordinator of the PBICT Student Chapter

8.6.2 Duties and Powers of the NEC



The NEC shall have the following Powers and Duties:

- (a) Act for and on behalf of the PBICT at a national level in its day-to-day operation.
- (b) Implement and execute decisions and policies passed by the NGC and or the National Annual General Meeting.
- (c) Discuss and decide on all important matters affecting the PBICT and bear collective responsibilities of all such matters discussed and agreed upon.
- (d) Mobilize and manage the organization's funds and finances.
- (e) Establish sub committees from it to carry out specific functions.
- (f) Have powers to suspend any of their members as provided for in this Constitution.
- (g) Issue, send directives and receive reports from the Provinces;
- (h) Control the assets and resources of the PBICT.
- (i) Enforce the Constitution of the PBICT.
- (j) Oversee the work of Provincial PBICT and the Student Committee.
- (k) Issue documents, statements and policy directives as and when it deems fit.
- (l) Co-opt not more than 3 members into the NEC if it deems it necessary towards the implementation of the PBICT programmes.
- (m) Oversee the work of any support structures established to advance the agenda of the PBICT.
- (n) Institute and defend legal proceedings of the organisation.
- (o) Challenge any systems through every legal way possible which excludes Black people from the sector.
- (p) Take all steps necessary or warranted for the due fulfilment of the aims and objectives of the PBICT and the due performance of its duties; and
- (q) The NEC may:
 - (r) Convene a Policy Conference, as a recommendation-making body on any matter of policy, whenever it deems it necessary.
 - (s) Identify and establish support structures at National and Provincial levels to advance the agenda of the PBICT.
 - (t) Convene a mid-term review meeting of the NEC and PEC's to assess the performance of the PBICT.
 - (u) Convene the Extraordinary PAGM of any Province in line with clause 8.8.5 of this Constitution.

8.7 Duties and functions of NEC Officials

- a) The Officials of the NEC shall serve as Officials for a period of 3 years.
- b) An Official may not hold office for more than two terms.



8.7.1 *The President*

The President shall:

- (a) Be the overall chief directing officer of the PBICT.
- (b) Represent the PBICT in all stakeholder forums, meetings, events etc.
- (c) She/he shall make pronouncements for and on behalf of the NEC outlining and explaining the policy or attitude of the PBICT on any question;
- (d) Present to the NGC and mid-term review meeting a comprehensive statement of the state of the PBICT;
- (e) Under the overall supervision of the NEC, direct the activities of the PBICT.
- (f) Call and preside over all working executive committee meetings.
- (g) Summon all emergency meetings of the organization whenever deemed fit.
- (h) Coordinate all the activities of the executive committee.
- (i) Be the principal signatory to the organization's bank account as well as documents of legal standing.
- (j) Sensitize and market the organization to the public.
- (k) Pass information to concerned members of the organization as per the scheduled meetings.
- (l) Play the role of public relations officer.
- (m) Received reports from all Committees and supporting structures of the PBICT.
- (n) Oversee the establishment of structures aimed at advancing the agenda of the PBICT.
- (o) Preside over all National meetings.
- (p) Provide political oversight and give direction on the political alignment of the PBICT.

8.7.2 *The Deputy President*

The Deputy President shall

- a) Assist the President in executing the Programmes of the Presidency
- b) Deputise for him or her when necessary and carry out whatever functions that are entrusted to him or her by the President , NEC or the NGC,
- c) He or she shall be an ex-officio member of the NWC.
- d) In the event of death or permanent incapacity of the President the Deputy President shall Act as the President until such time that the NEC convenes a special NGC to elect a new President;



8.7.3 *The Chairperson*

The Chairperson shall:

- a) Be custodian of the adopted policies and decisions taken by the NGC or the NEC.
- b) Chair over all national meetings.
- c) Carry out such additional tasks or functions, as are entrusted to her/him, by the NGC or the NEC.
- d) In the absence or incapacity of the National Chairperson, the President will assume her/his functions.
- e) In a case whereby the President and Deputy President are permanently not able to perform their duties or are not available the Chairperson shall assume the role of the President or nominate any member of the NEC to perform such duties in an Acting Capacity.
- f) Oversee the launching of Provincial structures according to the rules set by the NEC.
- g) Co-ordinate the development policies and guidelines of the PBICT under the supervision of the NEC.
- h) Conduct political classes and programmes of the PBICT.

8.7.3 *The Treasurer*

- (a) Present audited accounts and financial reports at annual general assembly meetings.
- (b) Be responsible for the finances of the organization.
- (c) Perform such duties as may be assigned to him by the executive committee or General Assembly.
- (d) Keep proper books of accounts preserve the books and make them available for inspection by those authorized to do so.
- (e) Receive and disburse money belonging to PBICT and shall obtain receipts for all money paid out by him.
- (f) Collect all subscription fees, membership contributions to the capital fund and all other money to which PBICT is entitled.
- (g) Deposit monies of PBICT to the financial institution agreed upon by the Annual General Meeting.
- (h) Be a mandatory signatory on all financial documents of the organization.
- (i) Conduct fundraising to ensure sustainability of the PBICT.

8.7.4 *The Deputy Treasury*

The Deputy Treasurer shall:



- a) Deputise the Treasurer when necessary and carry out whatever functions that are entrusted to him or her by the Treasurer, NEC or the National General Council.
- b) Assist the Treasurer in managing the financial affairs of the PBICT.
- c) Assist the Treasurer in raising funds for the PBICT.

8.7.5 The General Secretary

The Secretary General is the chief administrative officer of the PBICT. She/He:

- a) Communicates the decisions of the PBICT on behalf of the NEC;
- b) Keeps the minutes of the Annual General Meeting and the NEC as well as other records of the PBICT;
- c) Conducts the correspondence of the NEC and sends out notices of all meetings;
- d) Conveys the decisions and instructions taken at the National Conference and at NEC level to the Provinces, Regions and members of the PBICT;
- e) Prepares annual reports on the work of the NEC;
- f) Presents to the National Conference a comprehensive administrative status of the PBICT.
- g) Coordinate the establishment of Provincial structures.
- h) Convene the recruitment of members into the PBICT.
- i) In the absence or incapacity of the President, Deputy President and the Chairperson, the General Secretary will assume her/his functions.
- j) Provide oversight on the membership systems and website of the PBICT.
- k) Facilitate the deployment of NEC members to strategic engagements of the PBICT and its stakeholders;

8.7.6 The Deputy General Secretary

The Deputy General Secretary is the chief executor of the daily operations of the National Office.

He/ She shall:

- a. Assist the General Secretary in the implementation of plans and strategies of the PBICT.
- b. Manage the membership system of the PBICT at National level.
- c. Execute the day to day operations of the National Office.



- d. Prepare reports for and other documents for the General Secretary as and when required.
- e) In the absence of the Provincial Secretary assume his/her functions and carry out whatever functions that are entrusted to him or her by the General Secretary , NEC or the National General Council,

8.7.7 Provincial Chairpersons and Secretaries of Provinces

- a) The Provincial Chairpersons and Secretaries shall attend the NEC as ex-officio members of the NEC and shall represent the views of their Provinces at the NEC.

8.7.8 National Co-ordinator of the PBICT Student Desk

The duly nominated national Co-ordinator of the student chapter shall be an ex-officio member of the NEC.

8.8 The Provincial Annual General Meeting (PAGM)

- a) The Provincial Annual General Meeting (PAGM) is the highest organ of the PBICT in the Province.
- b) This is subject to the decision of the NGC and the overall guidance of the NEC.

8.8.1 Provincial Annual General Meeting

The PEC or the organizing committee of the PEC shall convene an annual PAGM which shall:

- (a) Be convened under the rules and guidelines set by the General Secretary and approved by the NEC.
- (b) Receive, debate and approving reports from the Provincial Chairperson of the on the activities of the PBICT in the Province for the previous year.
- (c) Receiving and discuss the annual reports on the progress and status of projects and programmes of the PBICT in the Province.
- (d) Receiving and approving audited financial reports from the Provincial Treasurer.
- (e) Receive reports from the Provincial Secretary on the state of membership and the organization's development.
- (f) Deliberate any issue, which may be raised by the members.
- (g) Develop a programme of the PBICT in the Province for the year.
- (h) The elections of the PAGM shall be conducted according to article 10 of this Constitution.



- (i) Vote for the PEC by use of a secret ballot.
- (j) Vote on key issues by use of secret ballot.
- (k) Promote and implement the decision of the NEC.
- (l) Carry out and develop policies of the PBICT in the Province.
- (m) Have the power to elect or appoint any working sub-committee and assign specific tasks and duties to such committees.

8.8.3 Attendance at the PAGM

The PAGM shall be attended by;

- (a) Members of the PEC.
- (b) All registered members in good standing within the respective Province.
- (c) Any persons or organizations sympathetic to the aims and objectives of the PBICT may attend at the invitation of the PEC as non-voting delegates.
- (d) Officials of the NEC provided they have no voting powers.
- (e) Coordinators of the PBICT Student Desk with the Provincial coordinator having the right to vote.

8.8.4 Quorum of the PAGM

The quorum for each PAGM shall be 50% (fifty percent) plus 1 (one) of the total Provincial membership in good standing.

8.8.5 Extraordinary PAGM

An extraordinary PAGM to conduct urgent business may be convened by;

- (a) The PEC under the guidance of the NEC or the NEC of the PBICT.
- (b) The quorum at the extraordinary general assembly shall be one third of the members in good standing in the respective Province.
- (c) An extraordinary PAGM shall only deal with the urgent matters of the day and may not elect Office bearers unless called by the NEC to launch the Province or fill a position.

8.9 Composition and duties of the PEC

8.9.1 Composition



The PEC shall be elected as per rule 8.8.1 of this Constitution and shall be composed as the following:

- a) Provincial Chairperson
- b) Deputy Provincial Chairperson
- c) Provincial Secretary
- d) Provincial Deputy Secretary
- e) Provincial Treasurer
- f) Three (3) additional members
- g) Provincial Co-ordinator of the PBICT Student Chapter

8.9.2 Duties and powers of the PEC

The PEC shall have the following duties and powers :

- a) Act for and on behalf of the PBICT in the Province in its day-to-day operations.
- b) Implement and execute decisions and policies passed by the NEC and or the PAGM.
- c) Discuss and decide on all important matters affecting the PBICT in the Province and bear collective responsibilities of all such matters discussed and agreed upon.
- d) Mobilize and manage the organization funds and finances within the Province.
- e) Establish sub committees to carry out specific functions.
- f) Have powers to suspend any of their members as provided for in this Constitution.
- g) Receive and implement reports and directives from the NEC.
- h) Control the assets and resources of the PBICT in the Province.
- i) Enforce the Constitution of the PBICT in the Province.
- j) Oversee the work of Student Chapter in the Province.
- k) Issue documents, statements and policy directives as and when it deems fit under the supervision of the NEC.
- l) Co-opt not more than two (2) additional members to provide capacity in the implementation of the PEC mandate.
- m) Establish and convene the Student Desk.
- n) Convene an extra ordinary PAGM under the guidance of the NEC under clause 8.8.5 of this Constitution.

8.10 Duties and functions of the PEC Officials

8.10.1 *The Provincial Chairperson*

The Provincial Chairperson shall;

- a. Be the ex-officio member of the NEC.
- b. Enforce the policies of the PBICT.



- c. Represent the PBICT in Province if the President is not available.
- d. Preside and Chair over all Provincial meetings of the PBICT.
- e. Carry out such additional tasks or functions, as are entrusted to her/him, by the PAGM and the NEC.
- f. Oversee the implementation of the PAGM and or the NEC directives and resolutions.
- g. Execute any other additional duties given to him/her by the PAGM or the NEC.
- h. Convene the PEC meetings with the Provincial Secretary.

8.10.2 The Deputy Provincial Chairperson

The Deputy Provincial Chairperson shall

- a) Deputise the Provincial Chairperson when necessary and carry out whatever functions that are entrusted to him or her by the Chairperson, PEC or the PAGM,
- b) In the event of death or permanent incapacity of the Chairperson the Deputy Chairperson shall Act as the Chairperson until such time that the PEC convenes a special PAGM to elect a new Chairperson;

8.10.3 The Provincial Treasurer

The Provincial Treasurer shall:

- a. Present audited accounts and financial reports of the PEC at the PAGM.
- b. Be responsible for the finances of the PEC.
- c. Keep proper books of accounts of all financial transactions of the PEC and make them available for inspection by those authorized to do so.
- d. Receive and disburse money belonging to the PEC and obtain receipts for all monies paid out by him.
- e. Collect all subscription fees, membership contributions to the capital fund and all other money to which PBICT is entitled.
- f. Submit monthly financial reports to the National Treasurer and annual financial statement at year end.
- g. Deposit cash and monies of PEC to the financial institution agreed upon by the PEC.
- h. Be a mandatory signatory on all financial documents of the PEC.
- i. Co-ordinate fundraising programmes for the PEC.

8.10.3 The Provincial Secretary



The Provincial Secretary is the chief administrative officer of the PEC

He/ She shall:

- a. Be an ex-officio member of the NEC.
- b. Communicate the decisions of the PEC to all members in the Province;
- c. Keep the minutes of the PAGM and the PEC meetings as well as other records of the PBICT in the Province;
- d. Conduct the correspondence on behalf of the PEC and send out notices of all meetings;
- e. Prepare annual reports on the work of the PEC as and when required;
- f. Oversees the membership system in the Province and submits monthly reports to the Secretary General of the PBICT.
- g. Delegate the day to day administration of the membership system to the Deputy Provincial Secretary.
- h. Oversee the planning and co-ordination of the day to day operations of the Provincial Office.
- i. Delegate the day to day execution of the daily operations of the Provincial Office to the Deputy Provincial Secretary.
- j. Present to the PAGM a comprehensive administrative status report of the PBICT in the Province.
- k. In the absence or incapacity of the Provincial Chairperson, the Provincial Secretary will assume her/his functions.
- l. Convene the PEC meeting with the Provincial Chairperson.

8.10.4 Deputy Provincial Secretary

The Deputy Provincial Secretary is the chief executor of the daily operations of the Provincial Office.

He/ She shall:

- e. Assist the Provincial Secretary in the implementation of plans and strategies of the PBICT in the Province.
- f. Manage the membership system of the PBICT in the Province.
- g. Execute the day to day operations of the Provincial Office.



- h. Prepare reports for and other documents for the Provincial Secretary as and when required.
- i. In the absence of the Provincial Secretary assume his/her functions.

8.10.5 Provincial Coordinator of the PBICT Student Desk

The duly nominated Provincial Coordinator of the Student Desk shall be a member of the PEC with full voting powers.

He/ She shall:

- a. Represent the Students Desk in the PEC
- b. Present and relay the interests of the students in the PEC of the PBICT.
- c. Oversee the establishment of student desks in the Institutions.
- d. Oversee the coordination of all PBICT student programmes in the Province.
- e. Co-ordinate PBICT student activities with other Provincial Coordinators.
- f. Submit reports on activities of the Student Desk to the PEC and the National Co-ordinator.

8.10.6 Additional members

The additional members of the PEC shall:

- a. Attend all PEC meetings as voting members.
- b. Execute the directives and duties assigned to them by the PEC.
- c. Make contributions and arguments on issues and topics in the PEC.

ARTICLE 9: SOURCES OF FUNDING AND THE BANK ACCOUNT

9.1 Sources of Funding

The funding sources of the organization shall include but are not limited to the following;

- (a) Money contributed by members.
- (b) Money accruing from fundraising activities.
- (c) Donations from donors and beneficiaries.
- (d) Loans.



- (e) Government and its line ministries.
- (f) Profits from output sales.
- (g) Sponsorships
- (h) pledges

9.2 Bank Accounts

Bank account(s) of the PBICT shall be opened with any bank agreed upon by the NEC and the PAGM. The same members may further decide on other such financial institutions.

- a. Except as may otherwise be authorized by the NEC, the following NEC or PEC members shall each, be signatories on the organizations bank account(s) at any material withdrawal.
 - i. The President/Chairperson
 - ii. The Secretary
 - iii. The Treasurer.
- b. In the event of an intention to withdraw money exceeding R 10 000 the NEC/PEC shall have to first approve such.
- c. Unless as may otherwise be authorized by the NEC/PEC, the Treasurer shall not keep in either his official or personal possession any of the organization's money received or not spent for a period exceeding five working days.

ARTICLE 10: ELECTION PROCEDEURE

- a) Nominations shall be conducted from the floor.
- b) A name to qualify for a ballot must be seconded by a minimum of 25% of the voting delegates in the adopted credentials.
- c) The secondment of nominations shall be conducted by a show of hands.
- d) If a name has been raised during the nomination and the member accepts the nomination that name cannot be raised again in other positions.
- e) Voting shall be conducted by means of a secret ballot.
- f) NEC elections shall be held every 3 years at the NGC and the voting process shall be conducted by an independent body preferable the IEC.
- g) PEC elections shall be held annually and the PAGM and the voting process shall be conducted by the Office of the General Secretary and observed by not more than 3 independent observers nominated by that Province. Disputes shall be referred to a committee of established by the NEC which shall be led by the Chairperson of the NEC, the Observers shall form part of that dispute committee.



- h) NEC Officials may not hold the same position for more than 2 terms and PEC Officials may not hold the same position for more than 3 terms.
- i) Voting must be done by voting delegates only as set out in this constitution.
- j) Handling and taking over of offices shall be done within five working days from the date of elections.
- k) Should any committee of the PBICT fail to hold meetings within 30 days from the end of their term of office the members have a right to establish an interim structure that will convene the elective conference or meeting and elect the new structure. In such cases disciplinary proceedings must be instituted against the outgoing Officials.
- l) In case of a deadlock the President will have the right of veto in the NEC however in the PEC the Chairperson has right of veto.

ARTICLE 11: AMENDMENTS

- a. A member wishing to propose any amendment to this constitution shall give notice of such proposal by sending it to the Secretary General at least two months before the meeting of the NGC.
- b. On receipt of such proposal, the secretary shall circulate copies of the same to all members.
- c. An amendment shall be effected by a majority vote of two thirds of the members present but entitled to vote at the NGC.

ARTICLE 12: DISSOLUTION

- a) In the event of an admission that the objectives of the PBICT have failed to be attained by two thirds of the registered members, any member may upon such a basis move a motion of dissolution during the NGC.
- b) 12.2 Subject to the provisions of this Constitution, the matter of dissolution shall only be effected if the motion is duly debated and carried by three quarters of the



registered members provided that the proposal to move such a motion shall have been included on the agenda.

- c) 12.3 In the event of dissolution and after settlement of the liabilities of the PBICT, NGC shall appoint a caretaker committee to dispose off the assets of the PBICT in a manner to be determined by the NGC.

ARTICLE 13: INTERPRETATION

- a) Any disputes arising out of the interpretation of this constitution that may fail to be settled by the NEC or the NGC shall be referred to the founders.
- b) In this constitution unless the context otherwise requires, any references to the male sex includes the female sex.

Accented by :

Chairperson

Date : _____

President

Date : _____