



THIMO CIITU YOUTH GROUP

Celebrating Culture, Empowering Innovation

CONSTITUTION

of the

Thimo Ciitu Youth Group

Registration No: DSD/22/111/01/194112

Ng'enda Ward, Gatundu South Constituency, Kiambu County, Kenya
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Date of Adoption: 15th March 2026

PREAMBLE

We, the members of Thimo Ciitu Youth Group, inspired by the principles of unity, responsibility, and self-determination, hereby establish this youth-led community organisation. Acknowledging the challenges and opportunities confronting young people in contemporary society, we pledge to foster social, economic, moral, and intellectual empowerment.

Grounded in the core values of inclusivity, innovation, empowerment, cultural pride, and sustainability, Thimo Ciitu Youth Group endeavours to advance positive youth development, cultivate talent, stimulate entrepreneurship, and contribute meaningfully to community progress.

Through collaborative effort, capacity building, and community involvement, we aspire to create a platform where youth can design solutions to local challenges, foster peaceful coexistence, support vulnerable members of society, and grow as accountable leaders — today and for generations to come.

In furtherance of these aspirations, we hereby adopt this Constitution as the foundational instrument governing our operations, administration, and collective vision.

CHAPTER 1: NAME, MOTTO, VISION, MISSION, CORE VALUES, AND OBJECTIVES

Article 1 — Name

The organisation shall be known as Thimo Ciitu Youth Group (referred to herein as "the Group") and shall operate as a non-partisan, non-profit, youth-led community-based entity.

Article 2 — Motto

Celebrating Culture, Empowering Innovation.

Article 3 — Vision

To be the foremost cultural and entrepreneurial platform that honours heritage, ignites innovation, and connects communities to lasting opportunities.

Article 4 — Mission

To preserve and promote cultural heritage while empowering youth, small and medium-sized enterprises (SMEs), and creative talent through community exhibitions, strategic partnerships, and programmes that foster pride and growth.

Article 5 — Core Values

The Group shall be guided by the following values in all its activities:

- Inclusion — The Group shall champion diversity, equity, and inclusion, ensuring fair participation for all members without discrimination.
- Innovation — The Group shall encourage creativity and progressive thinking to advance community development and economic opportunity.
- Empowerment — The Group shall generate opportunities and build capacity for youth, SMEs, and local talent.
- Cultural Heritage & Identity — The Group shall preserve and celebrate cultural traditions, arts, and expressions that strengthen community cohesion.
- Sustainability — The Group shall adopt sustainable practices and forge partnerships that underpin long-term social and economic development.

Article 6 — Objectives

The objectives of the Group shall be:

- Cultural Heritage Preservation — Initiate and support programmes that protect, preserve, and promote traditional African arts, crafts, indigenous knowledge, and cultural heritage.

- Community Empowerment — Empower individuals and groups through skills workshops, entrepreneurship training, mentorship, and other capacity-building activities.
- Educational Outreach — Facilitate access to education through scholarships, academic resources, and cultural exchange programmes.
- Arts and Entertainment Development — Organise festivals, concerts, exhibitions, and creative platforms that celebrate African talent and artistic expression.
- Sustainable Development — Advance community development through environmental conservation, agricultural support, and clean energy initiatives, with a focus on rural areas.

CHAPTER 2: MEMBERSHIP

Article 7 — Categories of Membership

Membership shall be open to individuals who align with the Group's objectives and values, and shall be categorised as follows:

- Founding Members — The individuals who founded and established the Group. They hold full rights and obligations, including voting privileges and office eligibility.
- Core Members — Individuals formally admitted after the Group's establishment who actively participate in its activities. Core Members enjoy full membership rights, including voting and office eligibility, subject to this Constitution.
- Associate Members — Individuals, groups, or institutions that support the Group's objectives but do not take part in routine governance. Associate Members may participate in activities and events but do not hold voting rights or office eligibility unless the General Meeting resolves otherwise.

Article 8 — Admission of Members

8.1 Application Process

Admission of Core and Associate Members requires submission of a written application to the Secretary, including:

- Full name, ID or passport number, contact details, and physical address.
- A brief statement of interest and commitment to this Constitution.
- A recommendation from an existing Member or programme coordinator.
- Payment of the applicable registration fee.

8.2 Approval Procedure

- The Executive Committee shall review applications within 30 days of receipt.
- Approval requires a simple majority vote at a duly constituted Executive Committee meeting.
- Applicants shall be notified in writing within 14 days of the decision.
- Reasons for rejection shall be provided on request. The Committee's decision is final, subject to appeal at the next Annual General Meeting.

8.3 Refusal and Appeal

The Executive Committee may decline an application where the applicant does not meet eligibility criteria or where admission would conflict with the Group's objectives or values. Rejected applicants may appeal in writing to the next General Meeting, where a two-thirds majority can overturn the decision.

8.4 Register of Members

Upon admission, the Secretary shall record the member's details in the official Register of Members, updated annually and available for inspection by members in accordance with applicable privacy rules.

8.5 Rights and Obligations upon Admission

Every admitted member shall:

- Receive a copy of this Constitution (physical or digital).
- Be bound by this Constitution and all decisions of the Group.
- Pay stipulated fees promptly.
- Enjoy rights as per their membership category.

Article 9 — Rights, Duties, and Cessation of Membership

9.1 Rights of Members

Founding and Core Members shall have the right to:

- Attend and participate in all Group meetings and activities.
- Vote on all matters before the General Meeting.
- Contest and hold elective or appointive positions, subject to this Constitution.
- Access information about the Group's activities and affairs.

Associate Members shall:

- Participate in Group activities, programmes, and events.
- Receive information relevant to their involvement.
- Not hold voting rights or office eligibility unless the General Meeting resolves otherwise.

9.2 Duties and Responsibilities

All members shall, according to their category:

- Adhere to this Constitution and all resolutions of the Group.
- Actively advance the Group's objectives, values, and interests.
- Participate in meetings, activities, and programmes.
- Remit membership fees and contributions as prescribed.
- Conduct themselves in a manner that upholds unity, discipline, and the Group's reputation.

9.3 Cessation of Membership

Membership shall terminate under the following conditions:

- Voluntary Withdrawal — A member may resign by providing written notice to the Secretary.
- Non-Compliance — Sustained failure to pay subscriptions or participate in activities, without reasonable justification, as determined by the Group.

- Disciplinary Action — Suspension or expulsion for misconduct, constitutional breach, or actions prejudicial to the Group's interests, following due process.
- Loss of Eligibility — Where a member no longer satisfies the membership criteria set out herein.
- Death — Membership ceases automatically upon a member's passing.

9.4 Effect of Cessation

Upon cessation, a member forfeits all membership rights and privileges but remains liable for any outstanding obligations to the Group.

CHAPTER 3: LEADERSHIP, ELECTIONS, AND TERMS OF OFFICE

Article 10 — Leadership Structure

The Group shall be led by an Executive Committee elected from eligible members. The Committee shall comprise the following positions:

- Chairperson
- Vice-Chairperson
- Secretary
- Vice-Secretary
- Treasurer
- Coordinator
- Organizing Secretary
- Public Relations and Communications Officer
- Talent Development Coordinator
- Disciplinary and Sergeant-at-Arms Officer

The Executive Committee shall manage the Group's day-to-day operations in accordance with this Constitution and the resolutions of the General Meeting.

Article 11 — Eligibility for Leadership

Only Founding and Core Members who are in good standing are eligible to contest and hold elective positions. A member is in good standing where they have complied with this Constitution and the Code of Ethics, actively participated in the Group's activities, and met all financial obligations.

Article 12 — Elections

- Elections shall be held during the Annual General Meeting (AGM) or a Special General Meeting convened for that purpose.
- Elections shall be free, fair, and transparent, conducted by secret ballot or show of hands as determined by the General Meeting.
- A simple majority of votes cast shall suffice for election. In the event of a tie, a run-off shall be held among the tied candidates.

Article 13 — Term of Office

Elected officials shall serve a two-year term, renewable once upon re-election. No member shall hold the same position for more than two consecutive terms unless otherwise approved by the General Meeting.

Article 14 — Vacancy in Office

A vacancy arises through resignation, death, incapacity, removal, or cessation of membership. The Executive Committee may appoint an interim official from among eligible members until a by-election is held. By-elections shall take place within a timeframe determined by the Executive Committee or General Meeting.

Article 15 — Removal from Office

An official may be removed for gross misconduct, incompetence, constitutional violation, or actions contrary to the Group's interests. Removal requires a General Meeting resolution, with the official afforded the right to be heard before any decision is made.

Article 16 — Handover and Transition

Upon expiry of term, resignation, removal, or vacancy, outgoing officials shall transfer all responsibilities, records, assets, and documents to their successors or interim appointees within fourteen (14) days. A signed handover report shall be prepared and filed with the Secretary. All Group property — including financial records, correspondence, equipment, passwords, and other assets — remains Group-owned and may not be retained by departing officials. Non-compliance constitutes a breach of this Constitution and warrants disciplinary action.

CHAPTER 4: MEETINGS AND QUORUM

Article 17 — Types of Meetings

The Group shall convene the following meetings:

- Annual General Meeting (AGM) — The supreme decision-making body of the Group, held once a year. The agenda shall cover annual reports, financial statements, elections where applicable, and any other pertinent business.
- Special General Meeting (SGM) — Convened by the Executive Committee or upon written request by at least one-third (1/3) of voting members. The SGM shall be limited to the specific urgent matters stated in the meeting notice.
- Executive Committee Meetings — Held at least quarterly, or more frequently as needed, to implement General Meeting resolutions and manage the Group's affairs.
- General Members' Meetings — Convened periodically by the Executive Committee to provide updates and gather member feedback.

Article 18 — Notice of Meetings

- Annual General Meeting: at least fourteen (14) days' written notice.
- Special General Meeting: at least seven (7) days' written notice.
- Executive Committee and ordinary meetings: at least three (3) days' notice, except in cases of emergency.

Article 19 — Quorum

For General Meetings (AGM and SGM), quorum shall be two-thirds (2/3) of registered voting members. If quorum is not met, the meeting shall be adjourned and reconvened, at which point members present shall constitute quorum. For Executive Committee meetings, quorum shall be two-thirds (2/3) of Committee members.

Article 20 — Decision-Making

Decisions shall be made by simple majority of votes cast, unless this Constitution specifies otherwise. The Chairperson holds a casting vote where there is a tie.

CHAPTER 5: FINANCE AND SOURCES OF FUNDS

Article 21 — Financial Year

The financial year shall run from 1st January to 31st December, subject to General Meeting approval on the recommendation of the Executive Committee.

Article 22 — Sources of Funds

The Group may raise funds from the following sources:

- Membership subscriptions and registration fees as determined by the General Meeting.
- Grants and donations from government bodies, NGOs, partners, and individual donors.
- Income from fundraising events, sponsorships, product sales, or Group initiatives.
- Profits from lawful investments or projects.
- Any other lawful source approved by the General Meeting or Executive Committee, in compliance with Kenyan law.

Article 23 — Financial Management

- All funds shall be used exclusively in pursuit of the Group's objectives as set out in this Constitution.
- Funds shall be held in a bank account maintained in the Group's name.
- The account shall be operated by the Treasurer together with at least three other authorised signatories.
- The Treasurer shall maintain accurate and up-to-date financial records, which shall be available for member inspection.
- All expenditure shall be authorised in accordance with procedures established by the Executive Committee.

Article 24 — Audit

An annual audit shall be conducted by a qualified auditor approved by the General Meeting. The audit report shall be presented at the AGM and shall form part of the annual report made available to all members.

CHAPTER 6: DISCIPLINE, DISPUTE RESOLUTION, AND CODE OF ETHICS

Article 25 — Discipline

Members shall at all times uphold this Constitution, the Group's values, and its stated objectives. Misconduct may result in a formal warning, suspension, or expulsion. All disciplinary proceedings shall observe the principles of natural justice, including the right to be heard and the right to appeal.

Article 26 — Dispute Resolution

Internal resolution shall always be pursued before any external recourse. The Executive Committee shall appoint a Dispute Resolution Committee to mediate disputes fairly and impartially. Appeals to the General Meeting are final.

Article 27 — Code of Ethics

All members are bound by the following Code of Ethics:

- Integrity — Act with honesty, transparency, and personal accountability in all Group matters.
- Respect and Courtesy — Treat every person with dignity and fairness, regardless of background.
- Accountability — Take responsibility for assigned duties and the resources entrusted to you.
- Confidentiality — Protect sensitive information relating to the Group and its members.
- Active Participation — Engage genuinely in the Group's activities and contribute to its progress.
- Compliance — Adhere to this Constitution, Group policies, and all lawful decisions.
- Conflict of Interest — Disclose and avoid any situation where personal interest may conflict with the Group's interests.
- Promotion of Values — Uphold the Group's core values of inclusivity, innovation, empowerment, and sustainability.
- Community Service — Represent the Group ethically and act in ways that enhance its reputation and community standing.
- Non-Discrimination — Ensure fairness in all dealings without bias based on gender, ethnicity, religion, or any other ground.

CHAPTER 7: AMENDMENTS TO THE CONSTITUTION

Article 28 — Amendments

This Constitution may be amended by resolution of the General Meeting, subject to the following conditions:

- Proposed amendments must be submitted in writing to the Secretary at least fourteen (14) days before the meeting at which they will be considered.
- Adoption requires approval by two-thirds (2/3) of voting members present at the meeting.
- All amendments must comply with Kenyan law and shall not alter the Group's non-partisan, non-profit status.
- Amendments take effect immediately upon approval, unless the resolution specifies a different date.

CHAPTER 8: DISSOLUTION OF THE GROUP

Article 29 — Dissolution

The Group may be dissolved by resolution of a Special General Meeting convened specifically for that purpose. Dissolution requires approval by three-quarters (3/4) of voting members present.

Upon dissolution:

- All assets shall be transferred to a similarly constituted non-profit organisation; no assets shall be distributed to members.
- The Executive Committee shall oversee the winding-up process and settle all outstanding liabilities.
- The Secretary shall notify the relevant authorities — including the Department of Social Services or the Department of Youth Affairs — and submit all required documentation.

CHAPTER 9: ADOPTION OF THE CONSTITUTION

Article 30 — Adoption

This Constitution was presented, reviewed, and deliberated upon by the members of Thimo Ciitu Youth Group in a duly convened General Meeting.

- This Constitution was adopted and ratified by General Meeting resolution on 15th March 2026.
- Adoption was approved by a majority of voting members present and constitutes a binding agreement among all members.
- This Constitution hereby becomes the supreme governing document of the Group, binding all members, officers, and affiliates.
- It supersedes and repeals all prior instruments, rules, or agreements that are inconsistent with its provisions.

DECLARATION OF ADOPTION

We, the undersigned, being duly elected and appointed officers of Thimo Ciitu Youth Group, hereby confirm the adoption of this Constitution on 15th March 2026.

James Mburu Waithira

Chairperson

Signature

Date

Peter Kiguta Ngure

Secretary

Signature

Date

Jacqueline Wanjiku Muturi

Treasurer

Signature

Date

Pauline Mumbi Kiboi

Member (Witness)

Signature

Date

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