
COMMUNITY YOUTH ADVOCATES FOR LEARNING EXCELLENCE (CYALE)

"Raising Voices, Building Minds, Shaping Futures"
Motto: Proud Agents of Change

CONSTITUTION

Adopted on the 10th May, 2026
Abuesi, Shama Municipal, Western Region, Ghana



CYALE

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PREAMBLE

We, the members of the Community Youth Advocates for Learning Excellence (CYALE), in pursuit of educational advancement, youth empowerment, accountability, transparency, discipline, and good governance, do hereby adopt this Revised Constitution to guide the affairs of the organization.

This Constitution establishes clear structures, responsibilities, disciplinary measures, sanctions, and impeachment procedures to ensure integrity, fairness, and sustainability of CYALE.

ARTICLE 1 - NAME

The name of the organization shall be Community Youth Advocates for Learning Excellence (CYALE).

ARTICLE 2 - MOTTO AND SLOGAN

1. Motto: "Proud Agents of Change"
2. Slogan: "Raising Voices, Building Minds, Shaping Futures."

ARTICLE 3 - HEADQUARTERS

The headquarters of CYALE shall be at Abuesi, Shama Municipal, Western Region of Ghana, or any other location approved by the General Assembly.

ARTICLE 4 - VISION AND MISSION

1. Vision: To build an empowered youth-driven society through education, leadership, and community service.
2. Mission: To promote learning excellence, accountability, and youth participation in community development.

ARTICLE 5 - AIMS AND OBJECTIVES

1. Promote quality education and academic excellence.
2. Build leadership capacity among youth.
3. Support needy but brilliant students.
4. Encourage discipline, integrity, and volunteerism.
5. Advocate for youth development and community service.
6. Collaborate with institutions and stakeholders.

ARTICLE 6 - MEMBERSHIP

6.1 Categories of Membership

- Founding Members
- Active Members
- Honorary Members

6.2 Rights of Members

- To vote and be voted for (except honorary members).
- To participate in activities.
- To fair hearing in disciplinary matters.

6.3 Duties of Members

- Uphold this Constitution.
- Attend meetings and activities.
- Pay dues and levies.
- Protect the image and interest of CYALE.

ARTICLE 7 - MEMBERSHIP OBLIGATIONS AND DISCIPLINARY MEASURES

7.1 Payment of Dues

1. Every member shall be required to pay all approved dues of the organisation promptly.
2. Any member who fails to pay dues for a period of five (5) consecutive months without providing a valid reason shall be subject to disciplinary action.
3. A member who is unable to pay dues shall officially inform the Financial Secretary, stating the reason for the inability to make payment.
4. The member shall be approached and formally reminded during the first three (3) months of default.
5. If the member fails to regularise payment or provide satisfactory justification within the next two (2) months, the member shall be removed from the organisation.

7.2 Attendance at Meetings

1. All members are expected to actively participate in meetings of the organisation, including online meetings.
2. Any member who fails to attend five (5) consecutive meetings without prior notice or valid reason shall be subject to disciplinary action.
3. A member who is unable to attend a meeting shall inform the Secretary in advance and clearly state the reason for absence.
4. A warning or alert shall be issued after three (3) consecutive absences.
5. Failure to attend the next two (2) consecutive meetings after the warning shall result in removal from the organisation.

7.3 Participation in Organisational Activities

1. Members are expected to actively participate in programmes, projects, and activities organised by the organisation.
2. Any member who fails to participate in five (5) consecutive organisational activities without a valid reason shall be subject to disciplinary action.

3. A member who is unable to participate in any activity shall inform the Organising Secretary and clearly state the reason for absence.

4. The member shall be alerted after failing to participate in the first three (3) consecutive activities.

5. Failure to participate in the next two (2) consecutive activities after the warning shall result in removal from the organisation.

7.4 Grounds for Removal

1. A member who defaults in any two (2) of the three (3) obligations stated above shall be removed from the organisation.

2. A member who defaults in only one (1) of the obligations shall receive a second and final warning.

3. If the same offence is repeated after the final warning, the member shall be removed from the organisation.

ARTICLE 8 - ORGANIZATIONAL STRUCTURE

CYALE shall be governed by:

- General Assembly (Supreme Authority)
- Executive Committee
- Standing Committees
- Disciplinary Committee
- Specialized Chapters

ARTICLE 9 - EXECUTIVE COMMITTEE

The Executive Committee shall consist of the following officers:

9.1 PRESIDENT

The President shall be the Chief Executive Officer and principal leader of CYALE.

Responsibilities:

- 1. Provide overall leadership, direction, and vision for the organization.**
- 2. Preside over all General Assembly and Executive Committee meetings.**
- 3. Ensure the effective implementation of the constitution, policies, and decisions of the General Assembly.**
- 4. Represent the organization in all official matters, partnerships, and public engagements.**
- 5. Supervise the work of all executive officers and committees.**
- 6. Sign official documents, agreements, and correspondence on behalf of the organization.**
- 7. Serve as one of the authorized signatories to the organization's bank accounts.**
- 8. Present an annual report on the activities and performance of the organization to the General Assembly.**
- 9. Provide guidance and strategic direction for programs, projects, and initiatives.**
- 10. Act in the best interest of the organization at all times and uphold transparency and accountability.**

9.2 VICE PRESIDENT

The Vice President shall assist the President and act in their absence.

Responsibilities:

1. Deputize for the President whenever the President is absent or unable to perform duties.
2. Support the President in executing organizational policies and programs.
3. Supervise the activities of all specialized chapters.
4. Coordinate major organizational projects and initiatives.
5. Ensure communication between chapter leadership and the Executive Committee.
6. Monitor progress of programs and provide performance updates to the Executive Committee.
7. Serve as an alternate bank signatory where required.
8. Perform any additional duties assigned by the President or the Executive Committee.

9.3 GENERAL SECRETARY

The General Secretary shall be the Chief Administrative Officer of the organization.

Responsibilities:

1. Maintain accurate records of all meetings and organizational activities.
2. Prepare and distribute meeting notices, agendas, and minutes.
3. Manage official correspondence of the organization.
4. Keep custody of the constitution, official documents, and records.
5. Maintain an updated register of members.
6. Ensure proper documentation of decisions made by the Executive Committee and General Assembly.
7. Facilitate communication between members and the Executive Committee.
8. Prepare administrative reports when required.

9.4 DEPUTY GENERAL SECRETARY

The Deputy General Secretary assists the General Secretary.

Responsibilities:

1. Assist in preparing meeting notices, minutes, and documentation.
2. Support administrative coordination of the organization.
3. Manage internal communication channels such as emails, messaging platforms, and notices.
4. Maintain backup copies of important documents and records.
5. Deputize for the General Secretary when necessary.

9.5 TREASURER

The Treasurer shall be the Chief Financial Officer of the organization.

Responsibilities:

1. Manage and safeguard all financial resources of the organization.
2. Maintain accurate financial records including income and expenditure.

3. Prepare and present financial reports to the Executive Committee and General Assembly.
4. Prepare the annual budget in collaboration with the Finance Committee.
5. Ensure proper documentation of all financial transactions.
6. Serve as a primary signatory to the organization's bank accounts.
7. Ensure compliance with financial regulations and policies.
8. Coordinate internal and external audits of the organization's accounts.

9.6 DEPUTY TREASURER

The Deputy Treasurer assists the Treasurer in financial management.

Responsibilities:

1. Assist in maintaining financial records and documentation.
2. Handle petty cash and small operational expenses as authorized (Max GH¢500).
3. Process routine payments under GH¢200.
4. Support preparation of financial reports and budgets.
5. Deputize for the Treasurer in their absence.
6. Assist in financial accountability and transparency.

9.7 ORGANIZING SECRETARY

The Organizing Secretary coordinates the planning and implementation of organizational activities.

Responsibilities:

1. Plan and coordinate programs, events, and meetings of the organization.
2. Ensure proper logistics and preparation for activities.
3. Work with committees and chapters to organize events.
4. Maintain records of event participation and outcomes.
5. Prepare activity reports for the Executive Committee.

9.8 DEPUTY ORGANIZING SECRETARY

The Deputy Organizing Secretary assists the Organizing Secretary.

Responsibilities:

1. Assist in planning and coordinating events and programs.
2. Support logistics and event management.
3. Coordinate assigned activities or projects.
4. Deputize for the Organizing Secretary when necessary.

9.9 WOMEN'S COMMISSIONER

The Women's Commissioner shall promote gender inclusion within the organization.

Responsibilities:

1. Promote active participation of women in the organization.
2. Organize programs that support women empowerment.

3. Advocate for gender equality within the organization and community.
4. Address issues affecting female members.
5. Represent the interests of women in decision-making processes.

9.10 DEPUTY WOMEN'S COMMISSIONER

The Deputy Women's Commissioner assists the Women's Commissioner.

Responsibilities:

1. Support programs that empower women.
2. Assist in coordinating activities for female members.
3. Deputize for the Women's Commissioner when necessary.

9.11 PUBLIC RELATIONS OFFICER (PRO)

The PRO manages the public image and communication of the organization.

Responsibilities:

1. Promote the organization and its activities to the public.
2. Manage media relations and public communication.
3. Prepare press releases and publicity materials.
4. Maintain the organization's public reputation and branding.
5. Disseminate important information to members and stakeholders.

9.12 DEPUTY PUBLIC RELATIONS OFFICER

The Deputy PRO assists in communication and publicity.

Responsibilities:

1. Manage social media platforms.
2. Assist in media engagement and publicity campaigns.
3. Support content creation and communication strategies.
4. Deputize for the PRO when necessary.

9.13 MEDIA / IT DIRECTOR

The Media/IT Director manages the organization's digital systems.

Responsibilities:

1. Manage the organization's website and online platforms.
2. Ensure data security and protection of digital records.
3. Provide technical support for online meetings and digital programs.
4. Manage digital communication tools and data systems.
5. Support digital innovation and technological development of the organization.

9.14 GENERAL PROVISIONS FOR EXECUTIVES

1. Executives bear collective responsibility for decisions.
2. Delegation of duties must be done with accountability.

3. Collaboration between portfolios is mandatory.
4. Monthly reporting to the Executive Committee is required.

ARTICLE 10 - TENURE OF OFFICE

1. Executives shall serve a three (3) year term, renewable once.
2. No member shall occupy the same executive position for more than two consecutive terms.

ARTICLE 11 - STANDING COMMITTEES

To ensure effective implementation of the objectives of CYALE, the organization shall establish the following committees. Committees shall be appointed by the Executive Committee and approved by the General Assembly. Each committee shall have a Chairperson and a Secretary.

11.1 FINANCE COMMITTEE

Functions:

1. Assist the Treasurer in preparing the annual budget.
2. Monitor the financial activities of the organization.
3. Review financial reports and bank statements regularly.
4. Ensure transparency and accountability in the use of funds.
5. Support fundraising planning and financial sustainability initiatives.
6. Conduct internal financial checks before external audits.
7. Provide financial advice to the Executive Committee.

11.2 ORGANISING COMMITTEE

Functions:

1. Design and develop community projects aligned with the organization's mission.
2. Plan educational programs, outreach activities, and workshops.
3. Coordinate the implementation of approved projects.
4. Monitor and evaluate the effectiveness of programs.
5. Prepare project reports and recommendations for improvement.
6. Collaborate with other committees and chapters to implement activities.

11.3 MEMBERSHIP AND WELFARE COMMITTEE

Functions:

1. Recruit and register new members.
2. Maintain member engagement and participation.
3. Address welfare concerns of members.
4. Promote unity, cooperation, and discipline among members.
5. Organize orientation programs for new members.
6. Recommend welfare support where necessary.

11.4 EDUCATION , TRAINING AND QUIZ COMMITTEE

Functions:

1. Organize educational seminars, workshops, quizzes and mentorship programs.
2. Support academic development among youth and members.
3. Identify scholarship opportunities and academic support programs.
4. Provide career guidance and mentorship to students.
5. Promote learning excellence in line with the organization's vision.

11.5 MEDIA AND PUBLICITY COMMITTEE

Functions:

1. Promote the activities and achievements of the organization.
2. Manage publicity for programs, events, and campaigns.
3. Support the Public Relations Officer in media engagement.
4. Develop communication strategies to improve public awareness.
5. Manage online and digital platforms of the organization.

11.6 FUNDRAISING AND PARTNERSHIPS COMMITTEE

Functions:

1. Develop fundraising strategies and initiatives.
2. Identify and engage potential donors and sponsors.
3. Build partnerships with organizations, institutions, and stakeholders.
4. Support grant proposal writing and funding opportunities.
5. Ensure proper documentation of fundraising activities.

11.7 DISCIPLINARY COMMITTEE

Functions:

1. Investigate allegations of misconduct within the organization.
2. Conduct fair hearings for accused members or executives.
3. Recommend appropriate disciplinary actions to the Executive Committee or General Assembly.
4. Ensure compliance with the constitution and code of conduct.
5. Promote discipline, accountability, and ethical behavior among members.

ARTICLE 12 - SPECIALIZED CHAPTERS

12.1 Leadership of Chapters

- Each chapter shall have a Chapter Head and Secretary.
- Leaders shall be elected by chapter members.
- Chapter Head reports to Vice President and Executive Committee.

12.2 Autonomy and Oversight

- Chapters may develop internal bylaws subject to Executive approval.
- Minimum of ten (10) active members required to maintain chapter status.

12.3 Chapter Meetings

- Monthly chapter meetings are mandatory.
- Quorum: 40% of registered chapter members.

12.4 Establishment of New Chapters

- Petition by at least fifteen (15) members.
- Proposal outlining objectives and activities.
- Approval by two-thirds (2/3) vote of General Assembly.
- Two (2) month trial period before permanent status.

12.5 Inactive Chapters

- Failure to meet for three consecutive months renders chapter inactive.
- Executive Committee may suspend or dissolve inactive chapters.

12.6 Chapter Projects

- All Chapters must have an annual project every year
- Projects could be within CYALE or public

12.7 SPECIFIC CHAPTERS AND FUNCTIONS

A. Health Chapter

- Health education and awareness programs.
- Community health outreach and screenings.
- Advocacy on public health issues.
- Collaboration with health institutions.

B. Technology (Tech) Chapter

- Digital literacy and ICT training.
- Innovation, media, and IT support.
- Data management and online engagement.
- Technology-driven community solutions.

C. Educational Chapter

- Academic mentorship and tutoring.
- Career guidance and scholarship advocacy.
- Educational seminars and workshops.
- Support for needy but brilliant students.

D. Business Chapter

- Entrepreneurship training and mentorship.

- Financial literacy programs.
- Business networking and incubation.
- Fundraising and sustainability initiatives.

ARTICLE 13 - ELECTIONS

13.1 Electoral Commission

An Electoral Commission shall be established to independently manage and oversee all elections within CYALE.

1. The Electoral Commission shall consist of an Electoral Commissioner and two (2) Deputy Electoral Commissioners.
2. Members of the Electoral Commission shall be appointed by the General Assembly upon recommendation by the Executive Committee.
3. No member of the Electoral Commission shall contest for any executive position during their term of service.
4. The Electoral Commission shall be independent and impartial.
5. The Electoral Commissioner shall be removed only by a two-thirds (2/3) majority vote of the General Assembly on grounds of bias, misconduct, or incapacity.
6. The Electoral Commission shall present a full election report to the General Assembly within three (3) days after the conclusion of elections.

13.2 Responsibilities of the Electoral Commissioner

- Issue and manage the election calendar and all election-related notices.
- Receive and validate nomination forms.
- Constitute and chair the Vetting Committee.
- Supervise the casting and counting of votes.
- Declare results publicly and officially.
- Handle and adjudicate election complaints and petitions.
- Ensure the secrecy and integrity of the ballot.

13.3 Election Calendar

1. General elections shall be held every three (3) years, at least sixty (60) days before the expiry of the current executive's term.
2. The Electoral Commissioner shall publish an election calendar not later than ninety (90) days before the election date.
3. The election calendar shall include: nomination period, vetting period, campaign period, election date, and inauguration date.
4. All election dates shall be communicated to members at least thirty (30) days in advance.

13.4 Voter Eligibility

A member shall be eligible to vote if they:

1. Have been an active member of CYALE for at least six (6) months prior to the election date.

2. Are not under any active disciplinary suspension.
3. Have paid all outstanding membership dues as at the close of nominations.
4. Are duly registered on the electoral roll maintained by the Electoral Commission.

13.5 Nomination of Candidates

1. Any eligible member may contest for an executive position by filing a nomination form obtained from the Electoral Commissioner.
2. Nomination forms must be completed and submitted within the stipulated nomination period.
3. Each nomination form must be signed by at least five (5) active members as endorsers, none of whom shall be contesting for the same position.
4. A candidate may not contest for more than one (1) executive position in the same election.
5. The Electoral Commissioner shall publish a list of all validly nominated candidates within three (3) days after the close of nominations.

13.6 VETTING OF CANDIDATES

13.6.1 Vetting Committee

1. The Electoral Commissioner shall constitute a Vetting Committee comprising three (3) members: the Electoral Commissioner (Chairperson), one (1) senior founding or active member, and one (1) representative nominated by the General Assembly.
2. No member of the Vetting Committee shall have a conflict of interest with any candidate being vetted.

13.6.2 Vetting Criteria

A candidate shall be cleared to contest if they meet all of the following:

- Has been an active member for a minimum of one (1) year prior to the election date.
- Has no record of financial misappropriation, fraud, or unresolved disciplinary action.
- Has paid all outstanding membership dues and levies.
- Has not been previously expelled or permanently disqualified from office by the General Assembly.
- Demonstrates willingness and capacity to serve.
- Is of good character and reputation, consistent with the values of CYALE.

13.6.3 Vetting Procedure

1. All nominated candidates shall appear before the Vetting Committee in person.
2. The Vetting Committee shall notify candidates of the vetting date at least five (5) days in advance.
3. Candidates may be required to submit supporting documents.
4. The Committee's decision to clear or disqualify a candidate shall be communicated in writing within forty-eight (48) hours.
5. A disqualified candidate may appeal to the General Assembly within seventy-two (72) hours. The General Assembly shall determine the appeal by simple majority vote.

13.7 Campaigning

1. Campaigns shall be permitted only within the campaign period stipulated in the election calendar.

2. Candidates shall campaign on the basis of ideas, vision, and competence and shall not engage in vote-buying, intimidation, or defamation.
3. Campaigning shall cease at least twenty-four (24) hours before the election date (campaign silence period).
4. The Electoral Commissioner may disqualify a candidate found to have engaged in electoral malpractice.

13.8 Conduct of Elections

1. All elections shall be conducted by secret ballot.
2. The Electoral Commission shall procure and manage official ballot papers.
3. Voting shall take place at a venue and time communicated at least seven (7) days in advance.
4. Candidates or their designated agents may observe the voting and counting process.
5. Quorum for an election meeting shall be at least fifty percent (50%) plus one (1) of eligible registered voters.

13.9 Declaration of Results and Winner

1. Ballot papers shall be counted openly in the presence of candidates or their agents.
2. A candidate shall be declared the winner if they obtain a simple majority (more than fifty percent, i.e., 50% + 1) of valid votes cast.
3. Where no candidate obtains a simple majority in a contest involving three (3) or more candidates, a run-off election shall be conducted between the two (2) candidates with the highest votes within seven (7) days.
4. In the event of a tie, the Electoral Commissioner shall conduct an immediate re-vote. If the tie persists, the matter shall be resolved by drawing of lots.
5. Results shall be announced publicly immediately after counting.
6. Newly elected executives shall be inaugurated within thirty (30) days of the declaration of results.

13.10 Election Petitions

1. Any aggrieved candidate may file an election petition to the Electoral Commissioner within forty-eight (48) hours of the declaration of results.
2. The Electoral Commissioner shall constitute a three-member panel to investigate and determine the petition within seven (7) days.
3. The outcome of the petition panel may be appealed to the General Assembly, whose decision shall be final.

13.11 Transition of Power

1. Outgoing executives shall cooperate fully with incoming executives during the transition period.
2. All documents, records, assets, and financial accounts shall be formally handed over within fourteen (14) days of inauguration.
3. A handing-over report shall be prepared and signed by both outgoing and incoming executives.

ARTICLE 14 - MEETINGS

1. Ordinary General Meetings: Held first Saturday of each month (5 days notice).

2. Annual General Meeting (AGM): Held in January (15 days notice).
3. Emergency Meetings: Require 10 hours notice and 2/3 quorum.
4. Executive Meetings: Held monthly; quorum is simple majority (7 of 13).
5. Quorum for General Meeting: 1/3 of active members.
6. Voting: Voice vote, show of hands, or secret ballot if requested by 5 members.
7. Minutes: Distributed within 7 days; approved at next meeting.
8. Attendance: 3 consecutive absences may trigger review or discipline.

ARTICLE 15 - FINANCE

15.1 Sources of Funds

- Membership dues
- Donations and grants
- Fundraising activities
- Investment income
- Other lawful sources

15.2 Membership Dues

- Amount set annually by General Assembly.
- Penalty for late payment: 10% per month.
- Exemptions granted by Executive for financial hardship.

15.3 Banking Arrangements

- All funds deposited in approved bank(s).
- Account name: "Community Youth Advocates for Learning Excellence".
- Signatories: Any 2 of: Treasurer, President, Vice President.
- Bank statements reviewed monthly by Finance Committee.

15.4 Budgeting Process

- Annual budget prepared by Treasurer with Finance Committee.
- Submitted to Executive Committee 30 days before AGM.
- Presented to AGM for approval (simple majority vote).
- Amendments require 2/3 majority once approved.

15.5 Expenditure Authorization Levels

- Level 1 (GH¢0 - GH¢200): Authorized by Treasurer alone. Monthly report to Executive.
- Level 2 (GH¢201 - GH¢1,000): Authorized by Treasurer + President (or Vice President). Requires written requisition. Finance Committee review within 7 days.
- Level 3 (GH¢1,001 - GH¢5,000): Authorized by Finance Committee approval. Requires formal proposal. Executive Committee endorsement.

- Level 4 (Above GH¢5,000): Authorized by General Assembly approval. Requires detailed proposal. Feasibility study for projects above GH¢20,000.

15.6 Emergency Spending

- President and Treasurer may authorize up to GH¢2,000 in genuine emergencies.
- Must be reported to Executive within 48 hours and ratified at next General Meeting.

15.7 Financial Records

The Treasurer shall maintain:

- Cash book
- Receipts and payment vouchers
- Bank statements
- Budget tracking sheets
- Asset register

15.8 Reporting Requirements

- Monthly: Income and expenditure statement, bank reconciliation, budget variance report submitted to Executive Committee.
- Annually: Complete financial statements (AGM), independent audit report, analysis of fundraising effectiveness.

15.9 Audit Requirements

- External audit conducted annually.
- Auditor appointed by General Assembly (cannot be a member or relative of executive).
- Audit completed within 60 days.
- Internal audit conducted by Finance Committee.

15.10 Fundraising Controls

- Fundraising plans approved by Executive.
- Official receipts issued for all donations.
- Separate tracking for restricted funds.
- Donors receive acknowledgment within 14 days.

ARTICLE 16 - DISCIPLINE

16.1 Acts of Misconduct

Acts of misconduct include but are not limited to:

- Breach of this Constitution.
- Financial misappropriation.
- Abuse of office or authority.
- Gross insubordination.
- Fraud, theft, or corruption.

- Bringing the organization into disrepute.
- Sexual harassment or discrimination.
- Persistent absenteeism.
- Violence, threats, or intimidation.

16.2 Disciplinary Procedures

- Written complaint to the General Secretary.
- Formal notification of accused.
- Fair hearing within fourteen (14) days.
- Decision by majority vote.
- Right of appeal to the General Assembly.

16.3 Punishments for Members

- Verbal warning.
- Written warning.
- Fine.
- Suspension (1-12 months).
- Loss of membership privileges.
- Expulsion.

16.4 Punishments for Executives (in addition to member punishments)

- Vote of censure.
- Removal from specific duties.
- Suspension from office.
- Surcharge or restitution of funds.
- Impeachment.
- Permanent disqualification from holding office.

ARTICLE 17 - IMPEACHMENT OF EXECUTIVES

1. Grounds: Gross misconduct, abuse of power, financial mismanagement, incompetence, or moral misconduct.
2. Procedure:
 - Petition by one-third (1/3) of members.
 - Investigation within twenty-one (21) days.
 - Report to General Assembly.
 - Two-thirds (2/3) majority vote required for removal.

ARTICLE 18 - CODE OF CONDUCT

All members and executives shall uphold the highest standards of integrity, professionalism, and respect.

19.1 General Conduct

Members shall:

1. Uphold and respect the constitution, values, and objectives.
2. Act in a manner that promotes unity and cooperation.
3. Avoid actions that damage the reputation of the organization.
4. Participate actively in meetings and programs.
5. Respect decisions made by the General Assembly and Executive Committee.

19.2 Conduct of Executives

Executives shall:

1. Perform duties with honesty, transparency, and accountability.
2. Avoid abuse of power, favoritism, or misuse of authority.
3. Use organizational resources responsibly.
4. Act in the best interest of the organization.
5. Maintain confidentiality of sensitive information.

19.3 Prohibited Conduct

Members and executives shall not:

1. Engage in corruption, fraud, or financial misappropriation.
2. Engage in harassment, discrimination, or intimidation.
3. Use the organization for personal political or financial gain.
4. Spread false information creating division.
5. Engage in acts bringing the organization into public disrepute.

ARTICLE 19 - CONFLICT OF INTEREST

19.1 Definition

A conflict of interest occurs when a member or executive has personal, financial, or other interests that could improperly influence their official duties.

19.2 Disclosure

Members and executives shall disclose any potential conflict of interest to the Executive Committee and declare personal interests related to decisions or contracts.

19.3 Recusal

Any member with a conflict of interest shall refrain from participating in discussions and abstain from voting on the matter.

19.4 Prohibition of Personal Gain

No member or executive shall use their position to obtain personal financial benefit or advantages from the organization.

ARTICLE 20 - VACANCY IN OFFICE

1. Vacancy shall occur through resignation, impeachment, death, or incapacity.
2. In the case that a main position becomes vacant, the deputy automatically becomes the head, only if he/she accepts the main position. Other than that, the position would have to be occupied through an election.
3. In the event that the deputy position becomes vacant, it will be occupied through an election.

ARTICLE 21 - TRANSPARENCY AND ACCOUNTABILITY

21.1 Financial Transparency

1. All financial transactions shall be properly documented.
2. Financial reports shall be presented regularly.
3. Members have the right to request clarification on financial matters.

21.2 Reporting and Documentation

1. Minutes and reports shall be properly documented.
2. Major decisions shall be communicated to members.

21.3 Accountability of Executives

1. Executives shall be accountable to the General Assembly.
2. Failure to account may result in investigation and disciplinary action.

21.4 Annual Review

The organization shall conduct periodic reviews of activities, programs, and financial management.

ARTICLE 22 - AMENDMENTS

This Constitution may be amended by a two-thirds (2/3) majority of members present at a duly convened General Assembly.

ARTICLE 23 - DISSOLUTION

Upon dissolution, assets shall be transferred to a non-profit organization with similar objectives, subject to General Assembly approval.

ARTICLE 24 - INTERPRETATION

The General Assembly shall be the final authority on the interpretation of this Constitution.

ARTICLE 25 - ADOPTION

This Revised Constitution supersedes all previous constitutions of CYALE and was duly adopted by the General Assembly.

SIGNED:

President: _____ Date: _____

General Secretary: _____ Date: _____

Organizing Secretary: _____ Date: _____