



REPUBLIC OF ZAMBIA

**MINISTRY OF COMMUNITY DEVELOPMENT, MOTHER AND CHILD HEALTH
DEPARTMENT OF REGISTRAR FOR NON GOVERNMENTAL ORGANISATIONS**

CONSTITUTION GUIDELINES

1. NAME OF ORGANISATION
2. POSTAL/ PHYSICAL ADDRESS
3. OBJECTIVES/ AIMS
4. OFFICE BEARERS
5. DUTIES OF OFFICE BEARERS
6. TERM OF OFFICE BEARERS
7. MEMBERS
8. TERMINATION OF MEMBERS
9. DISCIPLINE
10. FINANCE
11. MEETINGS
12. ELECTIONS
13. AMENDMENTS TO CONSTITUTION
14. DESOLUTION
15. DISPOSAL OF ASSETS UPON DISOLUTION