

CONSTITUTION

of the

INTERNATIONAL MOTHER LANGUAGE MONUMENT PROJECT

1. Name

The Project will be called INTERNATIONAL MOTHER LANGUAGE MONUMENT PROJECT.

2. Aims and objectives

The aims and objectives of the Project will be:

- To construct the International Mother Language Monument in a designated place in Small Heath Park so that it becomes an iconic value to the city of Birmingham
- To promote peace, culture and linguistic diversity
- To enhance communication, understanding and bonds among different communities
- To celebrate International Mother Language Day in a befitting manner on 21st February every year
- To organise annual multicultural event, preferably in summer, accommodating different communities as far as possible in order to outreach the significance of the Day and highlight the importance of peace and diversity

3. Membership

- i. Membership will remain open to all having respect to the spirit of Ekushey (21st February) and international mother language day, and will be enrolled in one of the following categories:

- Member of the Executive Committee
- Member of the Advisory Committee
- Member of the Volunteer Committee
- Member Electoral
- General donors
- Honourary Member

- ii. Preference may be accorded to the residents of the Small Heath area with regard to such membership.
- iii. One has to apply in writing mentioning his/her intended role for the membership of the Executive Committee.
- iv. Anybody having fulfilled the criteria for the membership of Executive Committee but not shown interest to join the said Committee will be treated as valued donor and will be accorded due honour and respect.
- v. If there exist any reservation/objection against someone, such reservation/objection may be made in writing to the Executive Committee citing appropriate and objective reason(s).

4. Membership fees

- i. One time minimum fees will be set as follows:
 - Member of the Executive Committee - £1000
 - Member of the Advisory Committee - £500
 - Member Electoral - £300
 - General donors - £50
- ii. Annual subscription
- iii. With the purpose of meeting up to annual maintenance, conduct of annual events, insurance and ancillary expenditures, the following types of members will make payment for the annual subscription at the following rates:
 - Member of the Executive Committee - £150
 - Member of the Advisory Committee - £75
- iv. Annual subscription fees may be adjusted depending on the budgetary needs.
- v. All the membership and subscription fees must be paid from the respective own resources of the concerned members.

5. The Executive Committee

- i. Executive Committee will make important decisions like registration, bank accounts, approving payments, insurance, security, preparing and approving accounts, reporting, interpreting rules and regulations, assigning of duties and responsibilities, and disciplinary actions.

- ii. In the initial years, membership to the Executive Committee will remain open to all persons qualifying the said membership. After that, the number of the members of the said Committee will be limited to a practical number, if necessary, either through consensus or democratic process at an annual general meeting, in order to run the future programmes under the International Mother Language Monument Project.
- iii. The elected Executive Committee will be the Office bearer for two years.
- iv. Initially the meetings of the Executive Committee will be chaired by the Deputy/Assistant High Commissioner. He will gradually assign it to the other members of the said Committee to chair the meeting in rotation, in order to make the Project fully community based. A panel of probable chair will thus be formed for this purpose.
- v. The Deputy / Assistant High Commissioner may take necessary decision in the interest of implementing of the International Mother Language project, unless and until the executive committee become fully functional.
- vi. The Executive Committee will be sub-divided into the following groups with the following purposes:
 - a. Banking sub Committee for conducting banking transaction
 - b. Treasury sub-Committee for record keeping and accounts preparation and maintain liaison with the accountant and financial adviser.
 - c. Audit sub-Committee for auditing the records and recommending transactions.
 - d. Finance sub-Committee for arranging finances
 - e. Supervision sub-Committee for overall coordination, supervision and discipline.
 - f. Outreach sub-Committee for working with the members of other communities and with the members of voluntary committee.
 - g. Celebration sub-Committee for organising the annual event and other cultural and multi-cultural event.
 - h. Security sub- Committee for addressing the security concerns on 21 February and other times.

6. Decision Making through the Executive Committee

- i. Executive Committee will take decisions on issues, if such decision is required.
- ii. The decision will be made through either consensus or democratic process.
- iii. For necessary quorum, fifty percent of the members of the Executive Committee will suffice.
- iv. In case of indecision, undue and calculated delays, and failure to make decision or form quorum, then the Deputy/Assistant High Commission will decide the course following consultation with the members present.

7. Voting rights and practice

- i. Persons qualifying as the member of the Executive Committee, Adviser, member electoral will have voting rights to elect the members of Executive Committee an Annual General Meeting.
- ii. There will be no system of proxy vote.

8. Honourary Members

- i. Such membership may be accorded to the persons who contributed significantly for the International Mother Language Day and outreached the core message of the Day to the wider communities.
- ii. Deputy/Assistant High Commission will decide the cases relating to the Honourary membership.
- iii. Honourary Members do not need to pay any subscription fee.

9. Termination of a member or advisor

- i. Membership or advisership will be terminated if any member or adviser acts in such way that violates and compromises the very objectives of the Project and/or becomes contradictory to the spirit of the Day.
- ii. If any member of Executive Member remains absent in the consecutive three meetings without giving prior written notice to the Committee, or fails to pay dues including annual subscriptions, or fails to do the task for which that member is responsible as the member of a particular sub-committee, or shows negligence in the assigned job, then his or her membership will be terminated.
- iii. Generally the Executive Committee will decide the termination or expulsion of a member or adviser. If the Executive Committee fails to act, then the Deputy/Assistant High Commissioner will have power to expel such member or adviser.
- iv. In case of death, the membership will cease to exist. However, an appropriate heir of the deceased may continue that membership with the payment of relevant fees.
- v. The Constitution will only be changed through agreement by majority vote at an Executive Committee Meeting under the Chair of the Deputy/Assistant High Commissioner.

10. Sources of Finance

- i. Financing for the construction of the Monument, payment to the consultants, artists, designers, security personnel, conduct of programmes and meetings, and others could be met from the membership fees, donations, fund raising events and grants from local authorities or organisations.
- iii. Any cheques drawn against International Mother Language Monument Project Account should hold the signatures of two members.

11. Transparency

- i. For the purpose of securing transparency and meeting financial reporting requirements and preparation of accounts, a professional accountant and financial adviser will be appointed. Rahman and Company is hereby appointed for this purpose as they have long experience and reputation and agreed to volunteer their services.
- ii. Member of Treasury sub-Committee will make financial reports available to other members of Executive Committee in every month.
- iii. Member of Treasury will maintain liaisons with the Accountant and Financial Adviser of the Project and maintain a record on the amount collected and the expenditure made.
- iv. The Accountant and Financial Adviser of the Project will print the money receipts and maintain a record on the amount collected and the expenditure made.
- v. Signature of the Member Treasury and also the collecting member of the Executive will constitute a valid money receipt.
- vi. For the purpose of handling legal issues, a legal firm will be appointed. Hamstead Law firm is hereby appointed for this purpose as they have long experience and reputation and agreed to volunteer their services.
- vii. Every member of the Project will adhere to and honour the financial rules and other legal requirements.

12. Website and transparency

- i. A website of the Project for the purpose of transparency has already been launched by the Deputy/Assistant High Commission. It will be updated within five working days as and when some progress made or donation received.
- ii. A list of donors will be published in the said website. However, anyone may opt out from publishing his/her name in the donors list.
- iii. Upon completion of the construction of the said Monument, a metallic donation board inscribed with the names of the donors may be installed.

13. Annual general meetings

- i. Usually Annual General Meeting (AGM) will be held every year in the month of May. Not less than 14 days' notice to be given to all the members.
- ii. An annual report from the Executive Committee and a statement of the audited accounts will be made available at the AGM.
- iii. Members of the Executive Committee, Advisors, and Member Electoral, if the situation warrants, will elect new Executive Committee at the AGM.

14. Notice of the Meeting

- i. Notice of the Executive Committee Meeting and AGM will be made through post, email and WhatsApp at least three working days before a scheduled meeting.
- ii. As the Notice will be non-transferable, no agent or representative will be allowed to join the meetings.

15. Amendments to the constitution

The constitution will only be changed through agreement by 2/3rd vote in an Executive Committee Meeting.

Declaration

We, the members of current Executive Committee present today, on the thirtieth day of July in the year of Two thousand and Eighteen, do hereby adopt and accept this constitution as the current operating guide regulating the actions of members and the Project.

SL	Name	Detailed Address	Signature
1.	Mr. Muhammad Zulqar Nain		

[illegible]

[illegible]