



Jubilee

Tuko Pamoja



PARTY CONSTITUTION

SEPTEMBER 10, 2016



Jubilee

Tuko Pamoja



MESSAGE FROM THE PARTY LEADER



Dear Members and Friends,

Jubilee represents every part of our country, every group in our nation and is committed to uniting Kenyans under a shared vision of peace, progress and prosperity.

It is a home for those with this shared vision for our country, with shared values and ideas for its growth and development. I am honoured and proud to welcome you into this party.

Kenyans are ready for a more sophisticated political debate based on ideas and vision; we are ready to take the first bold step away from ethnically based politics. Our party and its institutions, procedures and purpose presented here in its constitution reflect the modern practices of a truly progressive democratic party.

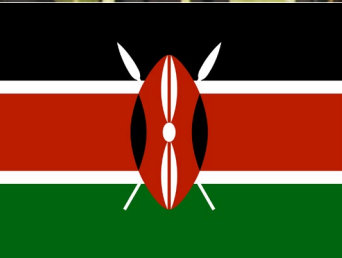
We welcome the active participation of all - and of women, young people, disabled persons and minorities in particular.

We will ensure all voices are heard and contribute to the party's efforts to enrich and advance multi-party democracy and development in our great nation.

Tuko Pamoja

His Excellency, Uhuru Kenyatta

Jubilee Party Leader
President of the Republic of Kenya



YOUR PARTY



The Jubilee Party is your party and is open to any Kenyan citizen over the age of 18. The rules and internal institutions that govern the party are set out in the party constitution.

You have the right as a member of the Jubilee Party to vote during the annual general meetings of the party, to seek election for any party position and to seek nominations for election to local, county or national government.

We welcome and encourage all to participate, especially women, young people and members of disadvantaged communities, to ensure that all Kenyans are fairly represented and can be part of our efforts to build a prosperous and just Kenya.

The Jubilee Party is built on the principles of voluntary service at all levels of the party, working for the greater good in accordance with our vision and values. Working together with our elected officials and representatives in all levels of government, our volunteers have an opportunity to contribute to make this vision and these values a reality.

PARTY DEMOCRACY

The Jubilee Party is committed to ensuring democracy by enshrining it at all levels of the party. Internal elections will be conducted transparently in a manner that will be free and fair, with appropriate scrutiny from independent bodies.

Our Constitution outlines the rules and procedures for party elections which will be overseen by the Jubilee Party National Board of Elections and Independent Elections and Boundaries Commission.



BUILDING A
BETTER KENYA



BUILDING COMMUNITIES

Putting Kenyans First

The Jubilee Party is committed to helping all Kenyans build communities. We want to ensure that no one is left behind as we work together to deliver growth and prosperity that reaches and uplifts all Kenyans.

More Kenyans than ever before can now rely on continued electricity to light their way and enable them to relax with their family, complete their school work and continue economic activity into the evenings.

BUILDING RELATIONSHIPS

Good For Kenyan Business at Home and Abroad

The Jubilee Party is proud of the relationships this government has forged around the world, not only working with our traditional partners but seeking out new alliances with nations from every continent. These relationships are helping to ensure prosperity at home and greater security abroad – which in turn delivers greater safety at home.

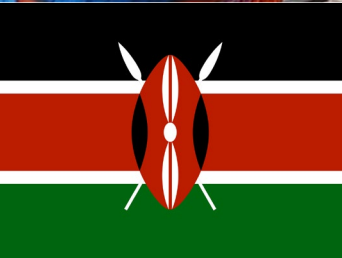
We are committed to growing Kenyan export markets to help create more jobs and prosperity. Creating the environment for more direct foreign investment means creating new partnerships with world leaders and overseas companies.

BUILDING ONE NATION

A Prosperous Economy For All Kenyans

The Jubilee Party recognises the great strength that comes from the diversity of our wonderful country.

It is built upon the principle of unity under a shared vision. Our shared values shape our shared vision for Kenya – a modern, progressive nation that harnesses the energy, ideas and passion of all groups, all minorities, all peoples, working together to deliver a stronger economy and high quality public services.



OUR CONSTITUTION



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TUKO
PAMOJA

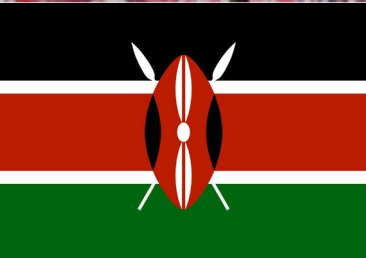




Jubilee

Tuko Pamoja

The name of the Party shall be JUBILEE PARTY
(hereinafter known and referred to as the Party or JP).
It shall be a body corporate with a common seal, perpetual
succession and may sue and be sued in its corporate name.



PREAMBLE,
VISION, MISSION, MOTTO & VALUES



2.1: PREAMBLE

WE, the Members of Jubilee Party are:

- 1.** PROUD of the ethnic, cultural and religious diversity of Kenya and honouring our Almighty and Sovereign God;
- 2.** COMMITTED to creating a better Kenya for current and future generations;
- 3.** RECOGNISING the need for honest, transparent and accountable political leadership in our country;
- 4.** INSPIRED by the indomitable spirit of the people of Kenya in their daily struggles to create a modern, just, united and prosperous Kenya;
- 5.** DRIVEN by the desire to promote, protect and implement the Constitution of the Republic of Kenya;
- 6.** EXERCISING our political, social and economic rights as recognised and guaranteed by our constitution and various international human rights instruments;
- 7.** RESOLVED to form a national, all-inclusive, democratic, transparent, accountable and progressive mass political party to actualise the hopes, dreams and aspirations of the people of Kenya from all walks of life.

WE FURTHER RESOLVE that Jubilee Party shall ensure that the country remains a united and indivisible state proud of its diversity, and in which all persons enjoy all the rights, freedoms, liberties and protections as set out in the Constitution of Kenya, to the greatest extent permissible under the law.



2.2: VISION

The vision of Jubilee Party is to transform Kenya into a just, modern and prosperous nation; a country united in pursuit of happiness and in which every citizen has an equal and fair chance to be their best.

2.3: MISSION

To provide a platform for involving Kenyans in the transformation of their country, and to inspire, equip, facilitate and harness the synergies of Kenyans towards transforming their own lives. To create a fundamental shift in the management of public affairs for the good of all Kenyans and a just society for humanity.

2.4: MOTTO

The party motto shall be the Kiswahili term “TUKO PAMOJA”.





2.5: VALUES

- 1.** Patriotism, nationalism and the respect for human rights, dignity of the person and the rule of law.
- 2.** The establishment of a democratic, transparent and accountable government in the service of the people of Kenya.
- 3.** Participation and inclusivity of the people in governance, equality of all before the law and equity in resource allocation.
- 4.** Establishment of an equitable and prosperous society, and empowering the people of Kenya towards economic prosperity for all.
- 5.** A pledge and commitment to fight and eliminate corruption and incidental vices at all levels of government and institutions of governance.
- 6.** Upholding integrity, diligence, social justice and the rule of law.
- 7.** Recognition and protection of the family as a unit and basis of our existence as a people.
- 8.** Guaranteeing the welfare of the vulnerable in our society.
- 9.** Conservation and sustainable use of the environment for the benefit of present and future generations.
- 10.** Devolution of power, protection of minorities and the marginalised, and non-discrimination on the basis of race, sex, religion, ethnicity or any other bias.
- 11.** Promotion of unity, cohesion and respect for the diversity of the people of Kenya.
- 12.** Recognition of the need to seek divine favour and blessing of our Sovereign and Almighty God.



OBJECTIVES

**OBJECTIVES**

- 1.** To be a national party that promotes the unity of all the people of the Republic of Kenya.
- 2.** To form national and county governments that will at all times act in the best interests of the people of Kenya at national and county levels.
- 3.** To support, promote and facilitate devolution as a system of governance in Kenya.
- 4.** To promote vigilance in safeguarding the national interests of Kenya.
- 5.** To serve as a vigorous and conscious political vanguard for eradicating tribal, racial and social bigotry, economic discrimination, and exploitation and elimination of all forms of oppression.
- 6.** To implement political, economic, social and cultural policies, including Vision 2030 and future national visions and strategies for a modern, prosperous Kenya which will raise the standards of living for all Kenyans.
- 7.** To promote a national value system and national social transformation policies that will build a cohesive, stable and productive society.
- 8.** To conserve and protect the natural resources, environment and wildlife of Kenya for the benefit of present and future generations.
- 9.** To strive for East and Central African unity and also African unity and integration in every sphere of economic, social and political life based on economic prosperity, social justice, human dignity, and the sovereignty of all African states.
- 10.** To encourage and subscribe to the need for the creation of space for groups and individuals in the enjoyment of their human rights, freedoms and liberties.
- 11.** To establish partnerships and / or associations with local, foreign and international organisations whose objectives are similar to those of Jubilee Party.



MEMBERSHIP

**MEMBERSHIP**

- 1.** Membership of the party is acquired by application, recommendation, nomination and registration.
- 2.** The National Executive Committee shall have the power to create or establish such categories of membership for the advancement of the interests and objectives of the Party as circumstances may warrant.
- 3.** The categories of membership of the Party shall for the time being include ordinary member, silver, gold and platinum member.
- 4.** Applications for membership may be made to head office or to any other party offices.
- 5.** Any adult person being a citizen of Kenya who accepts to adhere to the constitution, objects, policies, programmes, directives and discipline of the Party is eligible to be a member of the Party.
- 6.** Those eligible and desiring membership of the Party may apply either verbally or in writing to any authorised official or agent of the Party for enrolment, or through any approved digital platform for enrolment.
- 7.** Any person who is qualified to become, and is a member of the Party, if he or she so desires, may convert from one membership category to the other.
- 8.** Every member shall pay such fees as may be prescribed from time to time by the National Executive Committee.
- 9.** On payment of the prescribed fee, a member shall be issued with a membership number in a digital format, or a party card and / or certificate.
- 10.** Subject to this Constitution:
 - A.** Every applicant for membership shall be deemed to accept this constitution including the party’s principles, vision, mission, values and objectives, and to support the party’s candidates at elections.
 - B.** Every member shall be entitled to participate in election of the members of the Polling Station Executive Committee.
 - C.** Every member shall be entitled to seek and to vote in any elective position of and in the party.
 - D.** Every member shall with the approval of the Secretary General be entitled to inspect the party constitution, party register, party manifesto and audited financial documents.
 - E.** Every member is entitled to apply for the party nomination in the general elections.



TERMINATION OF MEMBERSHIP

**TERMINATION OF MEMBERSHIP**

- 1.** A member shall cease to be a member if he or she:
 - A.** Submits to the Secretary General of the party a letter of resignation signed by him or her;
 - B.** Accepts an office or promotes the activities of any other political party;
 - C.** Contravenes the Party’s constitution or the code of conduct;
 - D.** Has had his or her membership terminated upon a disciplinary procedure.
 - E.** Has failed to pay the subscriptions or any other dues after a letter of warning by NEC.
- 2.** A member who ceases to be a member shall not be entitled to any refund of the subscription fee paid by him or her and will remain liable to pay such subscription as the member may not have paid.
- 3.** The party shall have a right to lay any claims against any person who has terminated their membership of any monies due and owing from them, or for any damage or loss occasioned to party property, which was in his or her custody, possession, or control prior to termination of membership provided that the provisions of this paragraph shall apply to officers of the party.
- 4.** Any person, other than a person who was a platinum, gold or silver member prior to termination of his membership may if he or she so wishes to rejoin the party, apply for readmission through their party branch which shall process the application and make recommendation to the NEC for a final decision.
- 5.** A person who was a platinum, gold or silver member prior to termination of his or her membership may apply for his or her readmission to party membership, if he or she so wishes, to the NEC.



ORGANS AND CAUCUSES OF THE PARTY



ORGANS AND CAUCUSES OF THE PARTY

The main organs and caucuses of the Party shall be:

- 1.** The National Delegates Convention (NDC)
- 2.** The National Governing Council (NGC)
- 3.** The National Executive Committee (NEC)
- 4.** The National Secretariat (NS)
- 5.** The National Advisory Council (NAC)
- 6.** Jubilee Foundation (JF)
- 7.** Joint NEC and National Government Forum
- 8.** Joint NEC and County Government Forum
- 9.** The National Elections Board (EB)
- 10.** The National Disciplinary Committee
- 11.** The National Appeals Committee
- 12.** The Standing Committees
- 13.** Women’s League (WL)
- 14.** Youth League (YL)
- 15.** Persons with Disabilities League (PWD)
- 16.** Diaspora League
- 17.** The National Business Council (NBC)
- 18.** The National Council of Elders (NCE)
- 19.** The County Delegates Convention
- 20.** The County Governing Council
- 21.** County Elected Representatives Forum (CERF)
- 22.** The County Executive Committee (CEC)
- 23.** The County Advisory Committee (CAC)
- 24.** The Constituency Delegates Convention (CDC)
- 25.** The Constituency Executive Committee (CEC)
- 26.** The Ward Delegates Convention (WDC)
- 27.** The Ward Executive Committee (WEC)
- 28.** Polling Station Committee (PSC)
- 29.** The Parliamentary Group (PG)
- 30.** The Governors’ Caucus (GC)
- 31.** The National MCA Caucus
- 32.** The County MCA Caucus

The organisation, functions, rules and regulations of each of these organs shall be as hereinafter determined, established and set out by this Constitution or as may be set out, varied or established by the National Executive Committee (NEC) or the National Delegates Convention (NDC) as may be appropriate.



COMPOSITION AND DUTIES OF PARTY ORGANS



7.1: NATIONAL

The National Delegates Convention (NDC)

- 1.** There shall be two types of the Party National Delegates Conventions: The National Delegates Convention and the Special National Delegates Convention. The composition of the Convention shall be as follows:
 - A.** All members of the National Governing Council
 - B.** All County Whips
 - C.** All County Party Majority/Minority Leaders
 - D.** All County Delegates
 - E.** Seven representatives from each constituency namely; the Chairperson, Secretary, Treasurer, Organising Secretary, Women’s League Chairperson, Youth League Chairperson and Persons with Disabilities Chairperson.
- 2.** The National Delegates Convention shall be the supreme organ of the Party and shall determine the Party’s policies. It shall have the following powers and duties:
 - A.** To review, formulate and / or approve all the policies of the Party
 - B.** To elect from among the eligible members of the Party, the national officials of the party in accordance with this Constitution
 - C.** To nominate the Party’s candidate for the election as the President and Deputy President of the Republic of Kenya
 - D.** To consider, amend, review and / or ratify the Constitution of the Party
 - E.** To receive regular reports from the National Executive Committee on the operations of the Party
 - F.** To make, amend and / or revise the by-laws, rules and regulations of the Party
 - G.** To consider any such other matters as may be referred to it by the National Executive Committee or the National Governing Council
- 3.** An ordinary session of the National Delegates Convention shall be held at least once every five (5) years at a place and date to be determined by the Secretary General in consultation with the National Executive Committee. The notice of the meeting shall be sent out by the Secretary General at least twenty-one (21) days before such date.

UNITED IN BUILDING KENYA'S FUTURE





4. A special session of the National Delegates Convention shall be summoned by the Secretary General upon the decision of the National Executive Committee or upon a requisition in writing by at least one third of the delegates attending the preceding National Delegates Convention.

The National Governing Council

1. There shall be a National Governing Council (NGC) which shall be the second highest organ of the Party.
 2. The National Governing Council (NGC) shall consist of the following members:
 - A. The Party Leader
 - B. The Deputy Party Leader
 - C. All members of the National Executive Committee
 - D. All Party Members of Parliament (Senators and Members of the National Assembly)
 - E. All Party Governors and Deputy Party Governors
 - F. All County Chairpersons, Secretaries, Treasurers, Organising Secretaries, County Women’s League Chairpersons, County Youth League Chairpersons, County Business Councils Chairpersons, Persons with Disabilities Leagues Chairpersons, and County of Elders Councils Chairpersons.
 - G. All County Party Majority/Minority Leaders and Whips
 3. The National Governing Council shall have the following functions:
 - A. To review and / or formulate policies of the Party for approval by the National Delegates Convention.
 - B. To initiate all such activities as may further the aims and objectives of the Party.
 - C. To monitor the general activities of the Party on behalf of the National Delegates Convention and to provide direction for such activities.
 - D. To make policy and administrative decisions on behalf of the National Delegates Convention which (in the opinion of the National Executive Committee) cannot wait until the next National Delegates Convention, and to present such decisions for ratification at the next National Delegates Convention.
 - E. To rally the party around issues of national importance and give general direction on such issues.
 4. The National Governing Council shall meet at least once every two (2) years.
-



The National Executive Committee

1. There shall be a National Executive Committee (NEC) which shall consist of the following members:
 - A. All the National Officials
 - B. All members of the National Advisory Council
 - C. The National Assembly Leader
 - D. The Senate Leader
 - E. Chairpersons of the Party Parliamentary Caucuses
 - D. The Chairperson of the Governor’s Caucus
 - E. The Party Whip in Senate
 - F. The Party Whip in National Assembly
 - G. The Secretary to the Parliamentary Group
 - H. Chairperson of the National MCA Caucus
 - I. Women’s League: National Chairperson
 - J. Women’s League: National Deputy Chairperson - Operations
 - K. Women’s League: National Deputy Chairperson - Programmes
 - L. Women’s League: National Deputy Chairperson - Strategy
 - M. Youth League: National Chairperson
 - N. Youth League: National Deputy Chairperson - Operations
 - O. Youth League: National Deputy Chairperson - Programmes
 - P. Youth League: National Deputy Chairperson - Strategy
 - Q. Persons with Disabilities League: National Chairperson
 - R. Persons with Disabilities League: Deputy National Chairperson - Operations
 - S. Persons with Disabilities League: Deputy National Chairperson - Programmes
 - T. Person with Disabilities League: Deputy National Chairperson - Strategy
 - U. The Chairperson of the National Diaspora League
 - V. The National Chairperson of the Council of Elders
 - W. The Chairperson of Jubilee Foundation
 - X. The Chairperson of the National Business Council
 - Y. National Business Council: Deputy Chairperson - Operations
 - Z. National Business Council: Deputy Chairperson - Programmes
 - Aa. National Business Council: Deputy Chairperson - Strategy
 - Ab. Executive Director
 - Ac. Deputy Executive Director



- 2.** The National Executive Committee shall have the following functions:
- A.** To act as the executive body of the National Governing Council and the National Delegates Convention, and to ensure that all decisions made by those bodies are duly carried out and all the policies are adhered to.
 - B.** To supervise the administrative machinery of the Party at all levels and take such measures, as it deems necessary to enforce the decisions and programmes of the Party as laid down by the National Delegates Convention.
 - C.** To work in liaison with and to oversee the work of the Party Parliamentary Group, the Party Women’s League, the Party Youth League, the Party Diaspora League, the Party Persons with Disabilities League, the Party Business Council, the Party Council of Elders and the Party Caucuses and Chapters.
 - D.** To approve the terms and conditions of services of the staff members employed by the Party.
 - E.** To appoint other committees as it deems necessary from time to time for specified tasks and to determine their terms of reference.
 - F.** To receive, consider, approve and implement reports and recommendations from the various standing, ad hoc and specialised committees or individuals;
 - G.** To receive and approve the annual financial budget, audited accounts and programmes for the party.
 - H.** To liaise and coordinate with the Elections Board in order to ensure free, fair and transparent elections of party officials at all levels and party nominations.
 - I.** To appoint Party representatives to other organisations to which the Party relates.
 - J.** To establish, coordinate and conduct various programmes aimed at stimulating Party activities.
 - K.** To ensure the timely preparation of the agenda and the reports of the National Delegates Convention or National Governing Council.
 - L.** Subject to this Constitution to appoint members of the Elections Board, Disciplinary Committee, Advisory Committees, National Council of Elders and National Business Council.
 - M.** To make or cause to be made rules and / or regulations for prescribing anything which requires to be prescribed under this Constitution and generally for the better carrying out of the provisions of this constitution and matters incidental thereto.
 - N.** To ensure proper order, discipline, and strict adherence to the Party’s constitution, by-laws, and party policies by all officials, members, and all organs of the Party, and ensuring they convene their meetings as per the Constitution.
-



COMPOSITION AND DUTIES OF PARTY ORGANS





3. The National Executive Committee shall meet once every four (4) months, or as need determines.
4. The Party Leader and Deputy Party Leader may summon a meeting of NEC, or attend any meeting of NEC.

National Management Committee

1. There shall be established a National Management Committee which shall be chaired and presided over by the National Chairperson and shall consist of:
 - A. The National Chairperson
 - B. The Secretary General
 - C. The National Treasurer
 - D. The Organising Secretary
 - E. Six (6) committee members appointed by the National Executive Committee from amongst the membership of NEC.
 - F. The Executive Director who shall be an ex-officio member
2. The duties and responsibilities of the National Management Committee shall include:
 - A. Acting on behalf of the NEC on urgent matters where in their opinion the NEC cannot be sufficiently convened to undertake such urgent decisions.
 - B. Convening short notice executive meetings to execute the mandate of the NEC.
 - C. Setting the agenda of the NEC.
 - D. Overseeing the management and supervision of party affairs and the Secretariat on behalf of the NEC.
 - E. Approving budgetary plans on behalf of the NEC.
3. The Management Committee shall meet at least once every two (2) months.



National Advisory Council (NAC)

There shall be a National Advisory Council which shall consist of members to be known as: ‘National Party Secretaries’ as listed below:

1. The members of the NAC shall be appointed by the NEC and shall be persons knowledgeable in the respective dockets to which they shall be appointed which dockets shall reflect the social and economic sectors of national development.
 2. The members of the NAC shall be responsible for advising the NEC on matters falling within their respective dockets.
 3. The NEC shall cause a joint meeting at least once in a year between NAC and NEC for purposes of such advice, provided any member can be asked to appear before the NEC to give such advice.
 4. The NEC may delegate such responsibilities to any member of the NAC as it may deem appropriate.
 5. The members of the NAC shall be entrusted with the development of policy guidelines and programmes in liaison with Jubilee Foundation with regard to their respective portfolios for consideration and / or adoption by the NEC.
 6. List of National Party Secretaries:
 - A. Secretary: Legal Affairs
 - B. Secretary: Finance
 - C. Secretary: Devolution
 - D. Secretary: Gender and Social Development
 - E. Secretary: Parliamentary and Political Affairs
 - F. Secretary: International Affairs
 - G. Secretary: Energy and Petroleum
 - H. Secretary: Technology
 - I. Secretary: Research and Information
 - J. Secretary: Agriculture
 - K. Secretary: Transport and Infrastructure
 - L. Secretary: Water and Irrigation
 - M. Secretary: Security and Administration
 - N. Secretary: Environment and Natural Resources
 - O. Secretary: Education
 - P. Secretary: Health
 - Q. Secretary: SME, Trade and Investment
 - R. Secretary: Regional Integration
 - S. Secretary: Sports and Culture
 - T. Secretary: Youth Affairs
 - U. Secretary: National Development and Planning
 - V. Secretary: Lands, Housing and Urban Development
 - W. Secretary: Mining
 - X. Secretary: Special Programmes
-



Jubilee Foundation (JF)

1. There shall be established a foundation to be known as Jubilee Foundation.
2. The foundation shall mobilise funds to augment the Party's financial resources.
3. The foundation shall be the main national development policy and research think tank, to develop the Party manifesto and to develop the political, social, economic and cultural proposals to NEC.
4. To promote partnerships and dialogue with local, continental and global organisations.
5. To promote economic investments and income generating activities for the Party.
6. To promote economic and social empowerment programmes for Party members, and lead social transformation programmes.
7. To promote party leadership development programmes and advise NEC on any other matters referred from time to time.

Joint NEC and National Government Forum

1. There is established a joint National Executive Committee and National Government Forum of the Party.
2. The Party Leader or Deputy Party Leader or the National Chairperson shall preside over a joint forum of the National Executive Committee of the Party and the Cabinet Secretaries, the Principal Secretaries and Ambassadors at least once every year whenever the Party has formed the National Government.
3. The joint forum shall:
 - A. Discuss the implementation of the Party manifesto, policies and programmes by the national government and its agencies.
 - B. Evaluate the performance of the national government by the Party in the respective dockets.
 - C. Make recommendations towards effective implementation of the Party manifesto and policies.
 - D. Undertake any activities which may be incidental or ancillary to the above.
4. The Forum may appraise the President of the Republic of Kenya on the performance of any cabinet secretary, principal secretary, ambassador, or member of his / her government or government agencies as to appropriate action with regard to the above.



Joint NEC and County Government Forum

1. There shall be established a joint National Executive Committee and County Government Forum of the Party.
2. The Party Leader or Deputy Party Leader or National Chairperson shall preside over a joint forum of the National Executive Committee, the County Governors, the County Deputy Governors and the County Executive Committees of the Party, and members of the County Executive Committees of the county governments at least once every year whenever the Party has formed the county government.
3. The joint forum shall be summoned to:
 - A. Discuss the implementation of the Party manifesto, policies and programmes by the county governments and their agencies.
 - B. Evaluate the performance of the county governments by the Party in the respective dockets.
 - C. Make recommendations towards effective implementation of the Party manifesto.
 - D. Undertake any activities which may be incidental or ancillary to the above.
 - E. The Party may advise and appraise the Governor of the County on the performance of any County Executive officers, member of his government or government agencies on appropriate action with regard to the above.
4. The Party may recommend to the Governor to take any remedial action against any member of his or her government or government agency which in its opinion is in the interest of the Party and / or the general welfare and benefit of the citizenry.

Committees

1. The National Executive Committee may establish standing, ad hoc and / or specialised committees as it may deem necessary.
 2. There is established the following Standing Committees:
 - A. Finance and Administration Committee
 - B. Programmes and Communication Committee
 - C. Political Affairs, Strategy and Elections Committee
 - D. Membership Development Committee
 - E. Logistics Committee
 - F. Legal Affairs Committee
 - G. Parliamentary and Intergovernmental Affairs Committee
-



3. Every Committee shall consist of not less than three (3) and not more than five (5) members of the National Executive Committee.

The National Secretariat

1. There shall be established a National Secretariat, which shall be headed by an Executive Director.
2. The Secretariat shall be divided into Directorates, each headed by a Director.
3. The Secretariat shall be responsible for implementing policies and programmes of the Party under the guidance of the Secretary General.
4. The Secretariat shall function directly under the office of the Secretary General, who shall file reports to NEC every six (6) months on the status and operations of the Secretariat.
5. The Secretary General shall brief the Management Committee on the affairs of the Secretariat at least once every month.

7.2: COUNTY

County Delegates Convention

1. The County Delegates Convention shall be convened and presided over by the County Chairperson at least once every year.
2. The County Delegates Convention shall consist of:
 - A. All members of the County Governing Council
 - B. All Party MCAs
 - C. All Constituency Delegates
 - D. Seven (7) representatives from each ward, namely: Ward Chairpersons, Ward Secretaries, Ward Treasurers, Ward Organising Secretaries, Ward Women's League Chairpersons and Ward Youth League Chairpersons.

County Governing Council

1. The County Governing Council shall be convened by the County Chairperson at least once every year.
2. The County Governing Council shall consist of:
 - A. The County Chairperson
 - B. All members of the County Executive Committee



- C.** The Governor and Deputy Governor if members of the Party
- D.** All Party members of Parliament within the county
- E.** All Party members of the County Assembly within the county, all Constituency Party Chairpersons, Constituency Secretaries, Constituency Organising Secretaries, Constituency Women’s League Chairpersons, Constituency Youth League Chairpersons and Constituency Chairpersons of Persons with Disabilities Leagues.

County Elected Leaders Forum

- 1.** There shall be a County Elected Leaders Forum which shall comprise of all County Elected Party Representatives as follows:
 - A.** The Governor and the Deputy Governor
 - B.** All County Members of Parliament
 - C.** All Members of the County Assembly
- 2.** The primary objective of the Forum shall be to provide a platform for the attainment of the following objectives:
 - A.** Cohesion among elected representatives on party positions
 - B.** Galvanising support of the Party among the elected representatives in the county
- 3.** The County Chairperson shall convene the forum at least once every year.

County Executive Committee (CEC)

- 1.** The Party shall have County Executive Committees in every county, which shall consist of the following members:
 - A.** All County Party officials
 - B.** All Members of the County Advisory Council
 - C.** Chairperson of the County MCA Caucus
 - D.** The County Assembly Majority / Minority Leader
 - E.** County Assembly Party Whip
 - F.** The County Senator
 - G.** The Governor and the Deputy Governor of the County, if he or she is a member of the Party
 - H.** The Party members of parliament in the county
 - I.** The County Chairperson of the Persons with Disabilities League
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- J.** The Chairperson of the County Business Council
 - K.** The Chairperson of the County Council of Elders
 - L.** The County Executive Officer who shall be ex-officio
- 2.** The County Executive Committee shall have the following duties and functions:
- A.** To carry out activities, objects, and to promote the policies and programmes of the Party.
 - B.** To promote political, civic and general education amongst the people of the county.
 - C.** To recruit and review Party membership in the county.
 - D.** To ensure strict discipline and adherence to party policies and programmes amongst individual party members, to suspend and / or recommend to the National Executive Committee the dismissal of an errant official after such official has been given reasonable opportunity to defend themselves and the disciplinary process having been conducted within the rules and regulations of the Party.
 - E.** To engage in income generating activities in the county and to manage the financial affairs of the Party at the county.
 - F.** To recommend to the NEC persons to be considered for nominations as Party representatives to various bodies within the county.
- 3.** The County Executive Committee shall meet at least once every four (4) months.
- 4.** The county officials shall be elected at the County Delegates Convention and shall hold office for a period of five (5) years but shall be eligible for re-election.

County Management Committee

- 1.** There shall be established a County Management Committee which shall be chaired and presided over by the County Chairperson and shall consist of:
- A.** The County Chairperson
 - B.** The County Secretary
 - C.** The County Treasurer
 - D.** The County Organising Secretary
 - E.** Six (6) other committee members nominated by the County Executive Committee from amongst the CEC membership
 - F.** The County Executive Officer who shall be an ex-officio member



- 2.** The Duties and Responsibilities of the County Coordinating Committee shall include:
 - A.** Acting on behalf of the CEC on urgent matters where in their opinion the CEC cannot be sufficiently convened to undertake such urgent decisions.
 - B.** Convening short notice executive meetings to execute the mandate of the CEC.
 - C.** Setting the agenda of the CEC.
 - D.** Overseeing the management and supervision of the county party affairs and the Secretariat on behalf of the CEC.
 - E.** Approving budgetary plans on behalf of the CEC.
- 3.** The Management Committee shall meet at least once every two (2) months.

County Advisory Committee

There shall be a County Advisory Council which shall consist of members to be known as 'Party County Secretaries.'

- 1.** The members of the CAC shall be appointed by the CEC and shall be persons knowledgeable in the respective dockets to which they shall be appointed which dockets shall reflect the social and economic sectors of County development.
 - 2.** The members of the CAC shall be responsible for advising the CEC on matters falling within their respective dockets.
 - 3.** The CEC shall cause a joint meeting at least once in a year between CAC and CEC for purposes of such advice provided any member can be asked to appear before the CEC to give such advice.
 - 4.** The CEC may delegate such responsibilities to any member of the CAC as it may deem appropriate.
 - 5.** The members of the CAC shall be entrusted with the development of policy guidelines and programmes with regard to their respective portfolios for consideration and or adoption by the CEC.
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6. The members of the CAC shall be entrusted with the development of policy guidelines and programmes with regard to their respective portfolios for consideration and or adoption by the CEC.
7. The following is the list of County Party Secretaries:
 - A. County Secretary: Finance
 - B. County Secretary: SME Development, Trade, and Investment
 - C. County Secretary: Education
 - D. County Secretary: Health
 - E. County Secretary: Agriculture, Fisheries and Livestock
 - F. County Secretary: Roads
 - G. County Secretary: Energy
 - H. County Secretary: Environment, Water and Natural Resources
 - I. County Secretary: Security
 - J. County Secretary: Sports, Art and Culture
 - K. County Secretary: Information Technology and Communication
 - L. County Secretary: Youth, Women and Gender Affairs

County Secretariat

1. There shall be a County Secretariat, headed by the County Executive officer, whose main functions shall be to manage the County Executive Office, service the County Executive Committee and to co-ordinate the activities of the Party in the County and liaise with the National Secretariat on all Party matters pertaining to the County.
2. The County Executive officer shall be appointed by the National Executive Committee in consultation with the County Executive Committee PROVIDED that the County Executive Committee may recommend the removal of the County Executive Officer by a resolution supported by the majority of members attending and entitled to vote.



7.3: CONSTITUENCY

Constituency Delegates Convention

- 1.** The Constituency Delegates Convention shall be convened by the Constituency Chairperson after consultations with the Constituency Executive Committee at least once every year.
- 2.** The Constituency Delegates Convention shall consist of:
 - A.** All members of the Constituency Executive Committee
 - B.** All Ward Delegates
 - C.** The seven (7) representatives from each polling station, namely: Polling station Chairpersons, polling station Secretaries, polling station Treasurers, polling station Organising Secretaries, polling station Women’s League chairpersons and polling station Youth League chairpersons.

Constituency Executive Committee (CEC)

- 1.** The Party shall have Constituency Executive Committees in every constituency, which shall consist of the following members:
 - A.** All the Constituency Party officials
 - B.** Five (5) Constituency Committee Members
 - C.** All Constituency Party MCAs
 - D.** The Party Member of Parliament
 - E.** The Constituency Coordinator who shall be an ex-officio member
 - 2.** The Constituency Executive Committee members shall be elected at the Constituency Delegates Convention by secret ballot or any other acceptable method and shall hold office for a period of five (5) years and shall be eligible for re-election.
 - 3.** The Constituency Delegates Convention shall be convened by the Constituency Chairperson in consultation with the Constituency Executive Committee at least once every year. Duties of the Constituency Executive Committee shall include:
 - A.** To promote the policies and programmes of the Party
 - B.** To promote political, civic and general education amongst the people of the constituency
 - C.** To recruit and review Party membership in the Constituency
 - D.** To engage in income generating activities in the district and constituency and to manage the financial affairs of the Party at constituency level.
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- E.** To propose for nomination party representatives to various bodies within the constituency
- 4.** The Constituency Executive Committee shall meet at least once every four (4) months.

Constituency Secretariat

There shall be a Constituency Secretariat, headed by the Constituency Coordinator, whose main functions shall be to manage the Constituency Office, to service the Constituency Executive Committee and to coordinate the activities of the Party in the constituency and liaise with the County and the National Secretariat on all Party matters pertaining to the constituency.

7.4: WARD

The Ward Delegates Convention

The Ward Delegates Convention shall comprise of:

- A.** All Ward Executive Committee members
- B.** All the members of the Polling Station Executive Committees

Ward Executive Committee

There shall be established Ward Executive Committees.

- 1.** Each Ward Executive Committee shall consist of the following members:
 - A.** All Ward officials
 - B.** Six (6) Ward committee members
 - C.** Ward member of County Assembly
 - D.** Ward Coordinator
 - E.** The Party Members of the County Assembly
- 2.** The functions of the Ward Executive Committee shall include: keeping of all records, making the necessary returns to the constituency, organising the Party affairs at the ward, undertaking recruitment of members, building a strong grassroots party support.
- 3.** The Ward Executive members shall hold office for a period of five (5) years and shall be elected by the Ward Delegates Convention which shall be held at least once every year.



7.5: POLLING STATION

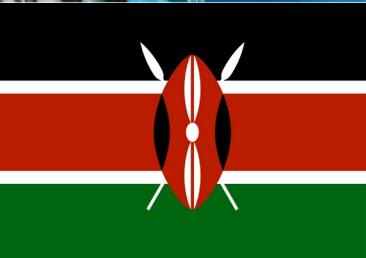
Polling Station Delegates Convention

The Polling Station Delegates Conventions shall comprise of all members of the Party within the polling station.

Polling Station Executive committees:

There shall be Polling Station Executive Committees which shall consist of:

- A.** All polling station officials
- B.** Six (6) polling station committee members



COMPOSITION AND DUTIES OF PARTY ORGANS



PARTY OFFICIALS

**8.1: NATIONAL OFFICIALS**

The Party shall have the following national officials who shall be elected at the National Delegates Convention:

1. The Party Leader
2. The Deputy Party Leader
3. The National Chairperson
4. The Deputy National Chairperson - Operations
5. The Deputy National Chairperson - Programmes
6. The Deputy National Chairperson - Strategy
7. The Secretary General
8. The Deputy Secretary General - Operations
9. The Deputy Secretary General - Programmes
10. The Deputy Secretary General - Strategy
11. The National Treasurer
12. The Deputy National Treasurer - Operations
13. The Deputy National Treasurer - Programmes
14. The Deputy National Treasurer - Strategy
15. The National Organising Secretary
16. The Deputy National Organising Secretary - Operations
17. The Deputy National Organising Secretary - Programmes
18. The Deputy National Organising Secretary - Strategy
19. The Director of Elections
20. The Deputy Director of Elections - Operations
21. The Deputy Director of Elections - Programmes
22. The Deputy Director of Elections - Strategy
23. The Director of Protocol
24. The Deputy Director of Protocol - Operations
25. The Deputy Director of Protocol - Programmes
26. The Deputy Director of Protocol - Strategy
27. The Women's League: National Chairperson
28. The Youth League: National Chairperson
29. The Persons with Disabilities League: National Chairperson

**8.2: COUNTY OFFICIALS**

The Party shall have the following officials in each respective county who shall be elected at the County Delegates Convention:

1. The Branch Chairperson
2. The Deputy Branch Chairperson - Operations
3. The Deputy Branch Chairperson - Programmes
4. The Deputy Branch Chairperson - Strategy
5. The Branch Secretary
6. The Deputy Branch Secretary - Operations
7. The Deputy Branch Secretary - Programmes
8. The Deputy Branch Secretary - Strategy
9. The Branch Treasurer
10. The Deputy Branch Treasurer - Operations
11. The Deputy Branch Treasurer - Programmes
12. The Deputy Branch Treasurer - Strategy
13. The Branch Organising Secretary
14. The Deputy Branch Organising Secretary - Operations
15. The Deputy Branch Organising Secretary - Programmes
16. The Deputy Branch Organising Secretary - Strategy
17. The Chairperson: County Youth League
18. The Chairperson: County Women's League
19. The Chairperson: County Persons with Disabilities League

8.3: CONSTITUENCY OFFICIALS

The Party shall have the following officials in each constituency who shall be elected at the Constituency Delegates Convention:

1. The Constituency Chairperson
2. The Constituency Secretary
3. The Deputy Constituency Secretary - Operations
4. The Deputy Constituency Secretary - Programmes



5. The Deputy Consistency Chairperson - Operations
6. The Deputy Consistency Chairperson - Programmes
7. The Constituency Treasurer
8. The Deputy Constituency Treasurer - Operations
9. The Deputy Constituency Treasurer - Programmes
10. The Constituency Organising Secretary
11. The Deputy Constituency Organising Secretary - Operations
12. The Deputy Constituency Organising Secretary - Programmes
13. Chairperson: Constituency Youth League
14. Chairperson: Constituency Women's League
15. Chairperson: Constituency Persons with Disabilities League

8.4: WARD OFFICIALS

The Party shall have the following officials at the ward level who shall be elected at the Ward Delegates Convention:

1. The Ward Chairperson
2. The Deputy Ward Chairperson - Operations
3. The Deputy Ward Chairperson - Programmes
4. Ward Secretary
5. Deputy Ward Secretary - Operations
6. Deputy Ward Secretary - Programmes
7. The Ward Treasurer
8. The Deputy Ward Treasurer - Operations
9. The Deputy Ward Treasurer - Programmes
10. Ward Organising Secretary
11. Deputy Ward Organising Secretary - Operations
12. Deputy Ward Organising Secretary - Programmes
13. Chairperson: Ward Youth League
14. Chairperson: Ward Women's League

**8.5: POLLING STATION OFFICIALS**

The Party shall have the following officials in each Polling Station Unit who shall be elected by the members of the party at the general meeting of all members at the polling station:

- 1.** The Polling Station Chairperson
- 2.** The Polling Station Deputy Chairperson - Operations
- 3.** The Polling Station Deputy Chairperson - Programmes
- 4.** Polling Station Secretary
- 5.** Deputy Polling Station Secretary - Operations
- 6.** Deputy Polling Station Secretary - Programmes
- 7.** The Polling Station Treasurer
- 8.** The Deputy Polling Station Treasurer - Operations
- 9.** The Deputy Polling Station Treasurer - Programmes
- 10.** Polling Station Organising Secretary
- 11.** Deputy Polling Station Organising Secretary - Operations
- 12.** Deputy Polling Station Organising Secretary - Programmes
- 13.** Chairperson: Polling Station Youth League
- 14.** Chairperson: Polling Station Women's League

**8.6: LEAGUE AND COUNCIL OFFICIALS**

The Party shall have the following officials at various levels as per the constitution for the Women League, Youth League, Persons with Disabilities League, Diaspora League, Business Council and the Council of Elders. The League Executive Members shall be elected.

The Executive Committee Members of the Business Council and the Council of Elders shall be appointed by the National Executive Committee and the County Executive Committee.

The following are the members of the Executive Committees:

- 1.** The League or Council Chairperson
- 2.** The Deputy League or Council Chairperson - Operations
- 3.** The Deputy League or Council Chairperson - Programmes
- 4.** League or Council Secretary
- 5.** Deputy League or Council Secretary - Operations
- 6.** Deputy League or Council Secretary - Programmes
- 7.** The League or Council Treasurer
- 8.** The Deputy League or Council Treasurer - Operations
- 9.** The Deputy League or Council Treasurer - Programmes
- 10.** League or Council Organising Secretary
- 11.** Deputy League or Council Organising Secretary - Operations
- 12.** Deputy League or Council Organising Secretary - Programmes
- 13.** Eight (8) non committee members



DUTIES OF THE PARTY OFFICIALS

**9.1: NATIONAL OFFICIALS****The Party Leader**

The Party Leader shall:

- 1.** Be the overall Leader of the Party and the symbol of unity.
- 2.** Oversee, coordinate and supervise the implementation of the Party manifesto by the national government, county governments and their respective agencies under the Jubilee Party.
- 3.** Issue directives for the performance of specific acts or omissions thereof in furtherance of the objectives of party or fulfilment and compliance with party manifesto, programmes, values and ideals.
- 4.** Offer leadership, political direction and guidance to the Party at all times in the discharge of its mandate.
- 5.** Promote political harmony and shall have overall authority over the other officials and members of the party.
- 6.** Chair all meetings of the National Delegates Convention and National Governing Council.
- 7.** Preside over the Party Parliamentary Caucus.
- 8.** Promote political consultation, engagement and co-operation with other political parties and coalitions.

The Party Leader may attend or summon a meeting of any organ of the party at any time.

The Deputy Party Leader

The Deputy Party Leader shall deputise the Party Leader, and shall perform such functions as the Party Leader may direct him or her to do.

The National Chairperson

The National Chairperson shall:

- 1.** Preside over and chair the meetings of the National Executive Committee, the Management Committee and the National Advisory Committee.
- 2.** Ensure discipline, proper conduct and order in the party in accordance with this constitution and have overall authority over all the organs of the party.



3. On behalf of the National Executive Committee oversee over all organs of the party.
4. Appoint the Chairperson and Members of the Elections Board in accordance with the Constitution.
5. Appoint the Chairperson and Members of National, County and Constituency Disciplinary Committees in accordance with this Constitution.
6. Forge a strong sense of unity within party organs and amongst party ranks and ensure a pleasant working relationship between party officers and members.
7. In consultations with NEC issue policy directions and guidelines to all the party officials, members and employees from time to time.
8. Symbolise the image of the party, defend the party, its constitution, policies, interest, programmes and actions.
9. Perform such duties and exercise such powers conferred upon him or her by this constitution and take any action or give any directives which in his or her opinion will enable the party to achieve its objectives and interests.
10. Be a signatory to all Party bank accounts.
11. Subject to the provisions of this constitution or any other written law, sign the nomination certificates of all party candidates.
12. Ensure adherence to party policy by the officials and members.
13. Continue in office and perform the duties of the office of the chairperson until a new chairperson is elected and takes the oath of office.
14. Perform such duties and functions as are inherent or customary to the office of the National Chairperson.

Upon being elected, the National Chairperson shall take an oath of allegiance to the party and such other oath of due execution of their office as may be prescribed by the NEC.

The Deputy National Chairpersons

The Deputy Chairpersons shall deputise the National Chairperson in their respective portfolios.

**The Secretary General (SG)**

The Secretary General shall:

- 1.** Be responsible for all the Party's affairs at the National Secretariat, the organs or bodies which relate to the National Secretariat and the Party's management from the grassroots to the National level.
- 2.** Convene meetings of the National Governing Council, the National Executive Committee, and the National Delegates Convention to take place as provided for in the Constitution and at such other times as may be decided by the National Executive Committee.
- 3.** Keep or cause to be kept a proper record of minutes of all meetings of the National Governing Council, the National Executive Committee, and the National Delegates Convention, and ensure the distribution of such minutes to persons or bodies concerned.
- 4.** Be the accounting officer of the Party and mandatory signatory to the accounts of the party.
- 5.** Be the custodian of the seal of the party at all times.
- 6.** Be the Party's official spokesperson and custodian of legal documents.
- 7.** Be in charge of all correspondences and communication on behalf of the Party and custodian of the party records.
- 8.** Be a signatory to the party nomination certificates.
- 9.** Be the secretary to the National Delegates Conference, National Governing Council and National Executive Committee.
- 10.** Ensure that the money allocated to the party from the Political Parties Fund is not used for purposes not authorised by the Act.
- 11.** Keep separate books and records of accounts in the prescribed manner in respect of the funds of the Political Party and all the transactions for each financial year for which monies have been allocated from the Political Parties Fund.
- 12.** Ensure statutory compliance and issue notices.
- 13.** Be the secretary to the National Advisory Committee and convene all the meetings of the national organs of the Party.
- 14.** Implement the decisions of the various organs of the party.
- 15.** Perform any other duties conferred upon them by this Constitution or the National Executive Committee.
- 16.** Be a member of all the Party Caucuses and shall be the custodian of the records of all the caucuses on behalf of the National Executive Committee.
- 17.** Perform such duties and functions as are inherent in or customary to the office of Secretary General of a political party.

**Deputy Secretary General**

The Deputy Secretary General shall deputise the Secretary General according to their respective portfolios.

The National Treasurer

The National Treasurer shall:

1. Be in charge of policy guidelines in respect of the Party's Financial Affairs and responsible for ensuring compliance with such guidelines under the direction of the Secretary General.
2. Prepare or cause the preparation of, and submit to the National Executive Committee, annual financial statements, and shall ensure that a duly audited Annual Statement of Accounts are circulated to all delegates at the time the notice convening the National Delegates Convention is sent out and shall be a signatory to financial documents.
3. Ensure that every person handling the party finances adhere to all procedures laid down for handling of such monies or matters related thereto.
4. Be a signatory to bank accounts operated by the party.
5. Ensure the execution of prudent stewardship, standards, and best financial practices to protect party finances.
6. Perform such duties and functions as are inherent in or customary to the office of the National Treasurer.

The National Deputy Treasurers

The National Deputy Treasurers shall deputise the National Treasurer according to their respective portfolios.

The National Organising Secretary

The National Organising Secretary shall:

1. Be responsible for all the political mobilisation of the party.
2. Supervise the organisation of the Party and in particular the organisation of public meetings and functions of the Party.
3. Supervise and coordinate the organisation of the National Delegates Convention.
4. Be responsible for promoting party activities including membership recruitment at all levels.
5. In conjunction with the Secretary General coordinate the functions of the party caucuses.
6. Perform all the functions that are inherent and customary to the office of the Organising Secretary.

**Deputy National Organising Secretaries**

The Deputy National Organising Secretaries Shall deputise the National Organising Secretary according to the respective portfolios.

The National Chairperson: Women's League

The National Chairperson: Women's League shall:

1. Oversee the Party women's programmes and coordinate all activities relating to the female membership of the party, in liaison with the National Executive Committee.
2. Represent the interests and articulate issues concerning women's membership of the Party at the national level.
3. Submit the plan of activities and programmes of the Women's League through the office of the Secretary General for approval by the National Executive Committee.
4. Submit periodical reports on the performance of their league to the office of the Secretary General.

The National Chairperson: Youth League

The National Chairperson: Youth League shall:

1. Oversee the Party youth programmes and coordinate all activities relating to the youth membership of the party in liaison with the National Executive Committee.
2. Represent the interests and articulate issues concerning the youth membership of the Party at the National Level.
3. Submit the plan of activities and programmes through the office of the Secretary General for approval by the National Executive Committee.
4. Submit periodical reports on the performance of their league to the office of the Secretary General.

The National Chairperson: Persons with Disabilities League

The National Chairperson of Persons with Disabilities shall:

1. Oversee the Party programmes and coordinate all activities relating to persons with disabilities of the party in liaison with the National Executive Committee.
2. Represent the interests and articulate issues concerning persons with disabilities of the Party at the National Level.
3. Submit the plan of activities and programmes through the office of the Secretary General for approval by the National Executive Committee.
4. Submit periodical reports on the performance of their league to the office of the Secretary General.

**Chairperson: National Business Council**

The National Business Council Chairperson shall:

1. Oversee the Party programmes and coordinate all activities relating to business memberships of the party in liaison with the National Executive Committee.
2. Represent the interests and articulate issues concerning business membership of the Party at the National Level.
3. Submit the plan of activities and programmes through the office of the Secretary General for approval by the National Executive Committee, which includes resource mobilisation.
4. Submit periodical reports on the performance of their council to the office of the Secretary General.

National Chairperson: Council of Elders

The National Chairperson of the Council of Elders shall:

1. Oversee the Party programmes and coordinate all activities relating to elder membership of the party in liaison with the National Executive Committee.
2. Represent the interests and articulate issues concerning elder membership of the Party at the National Level.
3. Submit the plan of activities and programmes through the office of the Secretary General for approval by the National Executive Committee.
4. Submit periodical reports on the performance of their council to the office of the Secretary General.

National Chairperson: Diaspora League

The National Chairperson of the Diaspora League shall:

1. Oversee the Party programmes and coordinate all activities relating to diaspora membership of the party in liaison with the National Executive Committee.
2. Represent the interests and articulate issues concerning diaspora membership of the Party at the National Level.
3. Submit the plan of activities and programmes through the office of the Secretary General for approval by the National Executive Committee.
4. Submit periodical reports on the performance of their league to the office of the Secretary General.

**9.2: COUNTY OFFICIALS****The County Party Chairperson**

The County Party Chairperson shall:

- 1.** Ensure discipline and proper order in the Party in accordance with this Constitution within the County.
- 2.** On behalf of the County Executive Committee have full authority and provide policy guidance over all organs of the party within the County.
- 3.** Forge a strong sense of unity within party organs and amongst party ranks and ensure a pleasant working relationship between party officers and members within the County.
- 4.** Preside over and chair the County Delegates Committee, County Governing Council, County Executive Committee, County Advisory Committee and such other organs as he may be required by this constitution.
- 5.** Symbolise the image of the party, defend the party, its constitution, policies, interest, programmes and actions within the county.
- 6.** Perform such duties and exercise such powers conferred upon them by this constitution and take any action or give any directives which in their opinion will enable the party achieve its objectives and interests within the county.
- 7.** Ensure discipline within the party rank and file in accordance with this constitution.
- 8.** Perform any function, duty, or discharge any responsibility assigned to them by the National Chairperson, the Secretary General or the County Executive Committee.
- 9.** Continue in office and perform the duties of the office of the Chairperson until a new Chairperson is elected and takes the oath of office within the county.
- 10.** Upon being elected, the County Chairperson shall take oath of allegiance to the party and such other oath of due execution of their office as may be prescribed by the National Executive Committee.

The County Deputy Chairpersons

The Deputy County Chairpersons shall deputise the County Chairperson in their respective portfolios.

The County Secretary

The County Secretary shall:

- 1.** Be responsible for all the Party affairs at the County Secretariat, the organs or bodies which relate to the County Secretariat and the Party's management from the grassroots to the county.



2. In Consultation with County Executive Committee convene all the meetings of the County Governing Council, the County Executive Committee, and the County Delegates Convention.
3. Keep or cause to be kept proper record of minutes of all meetings of the County Governing Council, the County Executive Committee, and the County Delegates Convention, and ensure the distribution of such minutes to persons or bodies concerned.
4. Be the accounting officer of the party at the County Secretariat.
5. Be in charge of all correspondence and communication on behalf of the Party and be the custodian of the party records within the County.
6. Be the secretary to the County Delegates Convention, County Governing Council and County Executive Committee.
7. Ensure that funds remitted to the County are not used for purposes not authorised by law.
8. Keep separate books and records of accounts in the prescribed manner in respect of the funds of the party.
9. Ensure statutory compliance and issue relevant notices.
10. Be a member of the County Executive Committee responsible for finance and administration.
11. Implement the decisions of the various organs of the party at the county level.
12. Perform any other duties conferred upon him by this Constitution, The National Chairperson, the Secretary General or the County Executive Committee.
13. Perform such duties and functions as are inherent in or customary to the office of County Secretary.

Deputy County Secretaries

The Deputy County Secretaries shall deputise the County Secretary according to their respective portfolios.

The County Treasurer

The County Treasurer shall:

1. Be in charge of the Party's Financial Affairs and responsible for the County Secretariat's financial transactions.



2. Prepare or cause the preparation of, and submit to the County Executive Committee, annual budget and annual statement of accounts, and shall be a signatory to such financial documents.
3. Ensure that every person handling the party finances adhere to all procedures laid down for handling of such monies or matters related thereto within the county.
4. Ensure the execution of prudent stewardship, standards, and best financial practices to protect party finances within the county.
5. Perform such duties and functions as are inherent in or customary to the office of the County Treasurer.

County Deputy Treasurers

County Deputy Treasurers shall deputise the County Treasurer in their respective portfolios.

County Organising Secretary

The County Organising Secretary shall:

1. Be responsible for political mobilisation of the Party in the county.
2. Supervise the organisation of the Party and in particular the organisation of public meetings and functions within the county.
3. Supervise the organisation of the County Delegates Convention in liaison with the County Secretary and County Executive Committee.
4. Be responsible for promoting party activities including recruitment at the county level.
5. In conjunction with the County Secretary coordinate the functions of the party caucuses.
6. Perform all the functions that are inherent and customary to the office of the County Organising Secretary.

County Deputy Organising Secretaries

The County Deputy Organising Secretaries shall deputise the County Organising Secretary according to the respective portfolio.

**Chairperson: County Women's League**

The Chairperson of the County Women League shall:

1. Oversee the Party women programmes and coordinate all activities relating to the women membership of the Party, in liaison with the County Executive Committee.
2. Represent the interests and articulate issues concerning women membership of the Party at the County level.
3. Submit the plan of activities and programmes of the Women League through the office of the County Secretary for approval by the County Executive Committee.
4. Submit periodical reports on the performance of their Women League to the office of the County Secretary.

Chairperson: County Youth League

The Chairperson of the County Youth League shall:

1. Oversee the County Party youth programmes and coordinate all activities relating to the youth membership of the Party in liaison with the County Executive Committee.
2. Represent the interests and articulate issues concerning the youth membership of the Party at the County Level.
3. Submit the plan of activities and programmes through the office of the County Secretary for approval by the County Executive Committee.
4. Submit periodical reports on the performance of the Youth league to the office of the County Secretary.

Chairperson: County Persons with Disabilities League

The Chairperson of the County Persons with Disabilities League shall;

1. Oversee the Party programmes and coordinate all activities relating to persons with disabilities of the Party in liaison with the County Executive Committee.
2. Represent the interests and articulate issues concerning persons with disabilities of the Party at the County Level.
3. Submit the plan of activities and programmes through the office of the County Secretary for approval by the County Executive Committee.
4. Submit periodical reports on the performance of their league to the office of the County Secretary.

**Chairperson: County Business Council**

The Chairperson of the County Business Council shall:

1. Oversee the Party programmes and coordinate all activities relating to business membership of the Party in liaison with the County Executive Committee.
2. Represent the interests and articulate issues concerning business membership at the County Level.
3. Submit the plan of activities and programmes through the office of the Secretary General for approval by the County Executive Committee including resource mobilisation.
4. Submit periodical reports on the performance of their council to the office of the County Secretary.

Chairperson: County Council of Elders

The Chairperson of the County Council of Elders shall;

1. Oversee the Party programmes and coordinate all activities relating to elder membership of the Party in liaison with the County Executive Committee.
2. Represent the interests and articulate issues concerning elder membership of the Party at the County Level.
3. Submit the plan of activities and programmes through the office of the County Secretary for approval by the County Executive Committee.
4. Submit periodical reports on the performance of their council to the office of the County Secretary.

9.3: CONSTITUENCY OFFICIALS**Constituency Party Chairperson**

Constituency Party Chairperson shall:

1. Ensure discipline and proper order in the Party in accordance with this Constitution within the constituency.
2. In consultation with the Constituency Executive Committee, provide policy guidance over all organs of the party within the constituency.
3. Forge a strong sense of unity within party organs and amongst party ranks and ensure a pleasant working relationship between party officers and members within the constituency.
4. Preside over and chair the Constituency Delegates Convention, Constituency Governing Council, Constituency Executive Committee, and such other organs as he or she may be required by this constitution.



5. Symbolise the image of the party, defend the party, its constitution, policies, interest, programmes and actions within the constituency.
6. Perform such duties and exercise such powers conferred upon them by this constitution and take any action or give any directives which in their opinion will enable the party achieve its objectives and interests within the constituency.
7. Ensure discipline within the party rank and file in accordance with this constitution.
8. Perform any function, duty or discharge any obligation or responsibility as may be required of them by the National Chairperson, the Secretary General or County Executive Committee.
9. Continue in office and perform the duties of the office of the Chairperson until a new Chairperson is elected and takes the oath of office within the constituency.
10. Upon being elected, the Constituency Chairperson shall take oath of allegiance to the party and such other oath of due execution of his office as may be prescribed by the National Executive Committee.

Deputy Constituency Chairpersons

The Deputy Constituency Chairpersons shall deputise the Constituency Chairperson in their respective portfolios.



DUTIES OF THE PARTY OFFICIALS

**Constituency Secretary**

The Constituency Secretary shall:

- 1.** Be responsible for all the Party affairs at the Constituency Secretariat, the organs or bodies which relate to the Constituency Secretariat and the Party's management at the Constituency.
- 2.** In consultation with the Constituency Executive Committee convene all the meetings of the Constituency Executive Committee, and the Constituency Delegates Convention.
- 3.** Keep or cause to be kept proper record of minutes of all meetings of the Constituency Executive Committee, and the Constituency Delegates Convention.
- 4.** Be the accounting officer of the party at the Constituency Secretariat.
- 5.** Be in charge of all correspondences and communication on behalf of the party and the custodian of the party records within the constituency.
- 6.** Be the secretary to the Constituency Delegates Convention, Constituency Governing Council and the Constituency Executive Committee.
- 7.** Ensure that funds remitted to the constituency are not used for a purpose not authorised by law.
- 8.** Keep separate books and records of accounts in the prescribed manner in respect of the funds of the party.
- 9.** Ensure statutory compliance and issue relevant notices.
- 10.** Be the chairperson of the Constituency Executive Committee responsible for finance and administration.
- 11.** Implement the decisions of the various organs of the party at the constituency level.
- 12.** Perform any other duties conferred upon them by this constitution, the National Chairperson, the Secretary General or the County Executive Committee.
- 13.** Perform such duties and functions as are inherent in or customary to the office of Constituency Secretary.

Deputy Constituency Secretaries

The Deputy Constituency Secretaries shall deputise the Constituency Secretary according to their respective portfolios.

**Constituency Treasurer**

The Constituency Treasurer shall be:

1. In charge of the Party's Financial Affairs and responsible for the Constituency Secretariat's financial transactions under the direction of the Constituency Secretary and the Constituency Executive Committee.
2. Prepare or cause the preparation of, and submit to the Constituency Executive Committee, annual budget and annual statement of accounts, and shall be a signatory to such financial documents.
3. Ensure that every person handling the party finances adhere to all procedures laid down for handling of such monies or matters related thereto within the constituency.
4. Ensure the execution of prudent stewardship, standards, and best financial practices to protect party finances within the constituency.
5. Perform such duties and functions as are inherent in or customary to the office of the Constituency Treasurer.

The Constituency Deputy Treasurers

The Constituency Deputy Treasurer shall deputise the Constituency Treasurer in their respective portfolio.

The Constituency Organising Secretary

The Constituency Organising Secretary shall:

1. Be responsible for the political mobilisation of the Party in the constituency.
2. Supervise the organisation of the Party and in particular the organisation of public meetings and functions within the constituency.
3. Supervise the organisation of the Constituency Delegates Convention in liaison with the Constituency Secretary and Constituency Executive Committee.
4. Be responsible for promoting party activities including recruitment at the constituency level.
5. In conjunction with the Constituency Secretary coordinate the functions of the party caucuses.
6. Perform all the functions that are inherent and customary to the office of the Constituency Organising Secretary.

**Deputy Constituency Organising Secretaries**

The Deputy Constituency Secretaries shall deputise the Constituency Organising Secretary according to the respective portfolios.

Chairperson: Constituency Women's League

The Chairperson of the Constituency Women's League shall:

1. Oversee the Party women's programmes and coordinate all activities relating to the women membership of the Party, in liaison with the Constituency Executive Committee.
2. Represent the interests and articulate issues concerning women membership of the Party at the Constituency level.
3. Submit the plan of activities and programmes of the Women League through the office of the Constituency Secretary for approval by the Constituency Executive Committee.
4. Submit periodical reports on the performance of their Women League to the office of the Constituency Secretary.

Chairperson: Constituency Youth League

The Chairperson of the Constituency Youth League shall:

1. Oversee the Constituency Party youth programmes and coordinate all activities relating to the youth membership of the Party in liaison with the Constituency Executive Committee.
2. Represent the interests and articulate issues concerning the youth membership of the Party at the Constituency Level.
3. Submit the plan of activities and programmes through the office of the Constituency Secretary for approval by the Constituency Executive Committee.
4. Submit periodical reports on the performance of the Youth league to the office of the Constituency Secretary.

Chairperson: Constituency Persons with Disabilities League

The Chairperson of the Constituency Persons with Disabilities League shall:

1. Oversee the Party programmes and coordinate all activities relating to persons with disabilities of the Party in liaison with the Constituency Executive Committee.
2. Represent the interests and articulate issues concerning persons with disabilities of the Party at the Constituency Level.



3. Submit the plan of activities and programmes through the office of the Constituency Secretary for approval by the Constituency Executive Committee.
4. Submit periodical reports on the performance of their league to the office of the Constituency Secretary.

Constituency Committee Members

There shall be elected members of the Constituency Executive Committee who shall participate in the meetings and affairs of the committee. These members will undertake any party responsibilities prescribed and assigned to them by the constituency chairperson, secretary or the constituency executive committee.

9.4: WARD OFFICIALS

Ward Party Chairperson

The Ward Party Chairperson shall:

1. Ensure discipline and proper order in the Party in accordance with this Constitution within the ward.
2. On behalf of the Ward Executive Committee have full authority and provide policy guidance over all organs of the party within the ward.
3. Forge a strong sense of unity within party organs and amongst party ranks and ensure a pleasant working relationship between party officers and members within the ward.
4. Preside over and chair the Ward Delegates Convention, Ward Governing Council, Ward Executive Committee, and such other organs as they may be required by this constitution
5. Symbolise the image of the party, defend the party, its constitution, policies, interest, programmes and actions within the ward.
6. Perform such duties and exercise such powers conferred upon them by this Constitution and take any action or give any directives which in his or her opinion will enable the party achieve its objectives and interests within the ward.
7. Ensure discipline within the party rank and file in the ward in accordance with this constitution.
8. Perform any function, duty or discharge any obligation or responsibility as may be required of him by the National Chairperson or the Secretary General.
9. Continue in office and perform the duties of the office of the Chairperson until a new Chairperson is elected and takes the oath of office within the ward



10. Upon being elected, the Ward Chairperson shall take oath of allegiance to the party and such other oath of due execution of his or her office as may be prescribed by the National Executive Committee.

Deputy Ward Chairpersons

The Deputy Ward Chairpersons shall deputise the Ward Chairperson in their respective portfolios.

Ward Secretary

The Ward Secretary shall:

1. Be responsible for all the Party affairs at the Ward Secretariat, the organs or bodies which relate to the Ward Secretariat and the Party's management at the Ward.
2. In consultation with Ward Executive Committee convene all the meetings of the Ward Executive Committee, and the Ward Delegates Convention.
3. Keep or cause to be kept proper record of minutes of all meetings of the Ward Executive Committee and the Ward Delegates Convention, and ensure the distribution of such minutes to persons or bodies concerned.
4. Be the accounting officer of the party at the Ward Secretariat.
5. Be in charge of all correspondences and communication on behalf of the party and the custodian of the party records within the ward.
6. Be the secretary to the Ward Delegates Convention and the Ward Executive Committee.
7. Ensure that funds remitted to the ward are not used for a purpose not authorised by law.
8. Keep separate books and records of accounts in the prescribed manner in respect of the funds of the party.
9. Ensure statutory compliance and issue relevant notices.
10. Be the chairperson of the Ward Executive Committee responsible for finance and administration.
11. Implement the decisions of the various organs of the party at the ward level.
12. Perform any other duties conferred upon him by this Constitution, the National Chairperson, the Secretary General or the County Executive Committee.
13. Perform such duties and functions as are inherent in or customary to the office of Ward Secretary.

**Ward Deputy Secretaries**

Shall deputise the Ward Secretary according to their respective portfolios.

Ward Treasurer

The Ward Treasurer shall be:

1. In charge of the party's financial affairs and responsible for the Ward Secretariat's financial transactions under the direction of the Ward Secretary and the Ward Executive Committee.
2. Prepare or cause the preparation of, and submit to the Ward Executive Committee, annual budget and annual statement of accounts and shall be a signatory to such financial documents.
3. Ensure that every person handling the party finances adhere to all procedures laid down for handling of such monies or matters related thereto within the ward.
4. Ensure the execution of prudent stewardship, standards, and best financial practices to protect party finances within the ward.
5. Perform such duties and functions as are inherent in or customary to the office of the Ward Treasurer.

The Ward Deputy Treasurers

Shall deputise the Ward Treasurer in their respective portfolios.

The Ward Organising Secretary

The Ward Organising Secretary shall:

1. Be responsible for the political mobilisation of the Party in the Ward.
2. Supervise the organisation of the Party and in particular the organisation of public meetings and functions within the ward.
3. Supervise the organisation of the Ward Delegates Convention in liaison with the Ward Secretary and Ward Executive Committee.
4. Be responsible for promoting party activities including recruitment at the ward level.
5. In conjunction with the Ward Secretary coordinate the functions of the party caucuses.
6. Perform all the functions that are inherent and customary to the office of the Ward Organising Secretary.

**Deputy Ward Organising Secretaries**

The Deputy Ward Organising Secretaries shall deputise the Ward Organising Secretary according to the respective portfolios.

Chairperson: Ward Women's League

The Chairperson of the Ward Women's League shall:

1. Oversee the Party women programmes and coordinate all activities relating to the women membership of the Party, in liaison with the Ward Executive Committee.
2. Represent the interests and articulate issues concerning women membership of the Party at the Ward level.
3. Submit the plan of activities and programmes of the Women League through the office of the Ward Secretary for approval by the Ward Executive Committee.
4. Submit periodical reports on the performance of their Women League to the office of the Ward Secretary.

Chairperson: Ward Youth League

The Chairperson of the Ward Youth League shall:

1. Oversee the Ward Party youth programmes and coordinate all activities relating to the youth membership of the Party in liaison with the Ward Executive Committee.
2. Represent the interests and articulate issues concerning the youth membership of the Party at the Ward Level.
3. Submit the plan of activities and programmes through the office of the Ward Secretary for approval by the Ward Executive Committee.
4. Submit periodical reports on the performance of the Youth league to the office of the Ward Secretary.

Ward Committee Members

There shall be elected members of the Ward Executive Committee who shall participate in the meetings and affairs of the committee. These members will undertake any party responsibilities prescribed and assigned to them by the Ward Chairperson, Secretary or the Ward Executive Committee.

**9.5 POLLING STATION OFFICIALS****Polling Station Chairperson**

The Polling Station Chairperson shall:

- 1.** Ensure discipline and proper order in the Party in accordance with this Constitution within the polling station.
- 2.** On behalf of the Polling Station Executive Committee have full authority and provide policy guidance over all organs of the party within the polling station.
- 3.** Forge a strong sense of unity within party organs and amongst party ranks and ensure a pleasant working relationship between party officers and members within the polling station.
- 4.** Preside over and chair the Polling Station Delegates Convention, Polling Station Executive Committee, and such other organs as he may be required by this constitution.
- 5.** Symbolise the image of the party, defend the party, its constitution, policies, interest, programmes and actions within the polling station.
- 6.** Perform such duties and exercise such powers conferred upon them by this constitution and take any action or give any directives which in their opinion will enable the party achieve its objectives and interests within the polling station.
- 7.** Ensure discipline within the party rank and file within the polling station area in accordance with this constitution.
- 8.** Perform any function, duty or discharge any obligation or responsibility as may be required of them by the County Chairperson or the County Secretary.
- 9.** Continue in office and perform the duties of the office of the Chairperson until a new Chairperson is elected and takes the oath of office within the polling station.
- 10.** Upon being elected, the Polling Station Chairperson shall take oath of allegiance to the party and such other oath of due execution of his office as may be prescribed by the National Executive Committee.

Deputy Polling Station Chairpersons

The Deputy Polling Station Chairpersons shall deputise the Polling Station Chairperson in their respective portfolios.



DUTIES OF THE PARTY OFFICIALS

**Polling Station Secretary**

The Polling Station Secretary shall:

- 1.** Be responsible for all the Party affairs at the Polling Station Secretariat, the organs or bodies which relate to the Polling Station Secretariat and the Party's management at the Polling Station.
- 2.** In consultation with Polling Station Executive Committee convene all the meetings of the Polling Station Executive Committee, and the Polling Station General Meeting.
- 3.** Keep or cause to be kept proper record of minutes of all meetings of the Polling Station Executive Committee, and the Polling Station Delegates Convention, and ensure the distribution of such minutes to persons or bodies concerned.
- 4.** Be the accounting officer of the Party at the Polling Station Secretariat
- 5.** Be in charge of all correspondences and communication on behalf of the Party and be the custodian of the Party records within the Polling Station.
- 6.** Be the secretary to the Polling Station General Meeting and the Polling Station Executive Committee.
- 7.** Ensure that funds remitted to the Polling Station are not used for purposes not authorised by law.
- 8.** Keep separate books and records of accounts in the prescribed manner in respect of the funds of the party.
- 9.** Ensure statutory compliance and issue relevant notices.
- 10.** Be a member of the Polling Station Executive Committee responsible for finance and administration.
- 11.** Implement the decisions of the various organs of the party at the Polling Station level;
- 12.** Perform any other duties conferred upon him or her by this Constitution, The Polling Station Chairperson, the Secretary or the Polling Station Executive Committee.
- 13.** Perform such duties and functions as are inherent in or customary to the office of Polling Station Secretary.

Polling Station Deputy Secretaries

Shall deputise the Polling Station Secretary according to their respective portfolios.

**Polling Station Treasurer**

The Polling Station Treasurer shall be:

1. In charge of the Party's Financial Affairs and responsible for the Polling Station Secretariat's financial transactions under the direction of the Polling Station Secretary and the Polling Station Executive Committee.
2. Prepare or cause the preparation of, and submit to the Polling Station Executive Committee, an annual budget and shall ensure the submission of an annual statement of accounts for circulation to all the delegates at the time the notice convening the Polling Station Delegates Convention is sent out and shall be a signatory to such financial documents.
3. Ensure that every person handling the party finances adhere to all procedures laid down for handling of such monies or matters related thereto within the polling station.
4. Ensure the execution of prudent stewardship, standards, and best financial practices to protect party finances within the polling station.
5. Perform such duties and functions as are inherent in or customary to the office of the Polling Station Treasurer.

The Polling Station Deputy Treasurers

The Polling Station Treasurers shall deputise the Polling Station Treasurer in their respective portfolios.

The Polling Station Organising Secretary

The Polling Station Organising Secretary shall:

1. Be responsible for the political mobilisation of the Party in the polling station.
2. Supervise the organisation of the Party and in particular the organisation of public meetings and functions within the polling station.
3. Supervise the organisation of the Polling Station General Meeting in liaison with the Polling Station Secretary and Polling Station Executive Committee.
4. Be responsible for promoting party activities including recruitment at the polling station level.
5. In conjunction with the Polling Station Secretary coordinate the functions of the party caucuses.
6. Perform all the functions that are inherent and customary to the office of the Polling Station Organising Secretary.

Deputy Polling Station Organising Secretaries

The Deputy Polling Station Organising Secretaries shall deputise the Polling Station Organising Secretary according to the respective portfolios.

**Chairperson: Polling Station Women League**

The Chairperson of the Polling Station Women’s League shall:

1. Oversee the Party women’s programmes and coordinate all activities relating to the women membership of the Party, in liaison with the Polling Station Executive Committee.
2. Represent the interests and articulate issues concerning women membership of the Party at the Polling Station level.
3. Submit the plan of activities and programmes of the Women League through the office of the Polling Station Secretary for approval by the Polling Station Executive Committee.
4. Submit periodical reports on the performance of their Women League to the office of the Polling Station Secretary.

Chairperson: Polling Station Youth League

The Chairperson of the Polling Station Youth League shall:

1. Oversee the Polling Station Party youth programmes and coordinate all activities relating to the youth membership of the Party in liaison with the Polling Station Executive Committee.
2. Represent the interests and articulate issues concerning the youth membership of the Party at the Polling Station Level.
3. Submit the plan of activities and programmes through the office of the Polling Station Secretary for approval by the Polling Station Executive Committee.
4. Submit periodical reports on the performance of the Youth League to the office of the Polling Station Secretary.

Polling Station Committee Members

There shall be elected members of the Polling Station Executive Committee who shall participate in the meetings and affairs of the committee. These members will undertake any party responsibilities prescribed and assigned to them by the Polling Station Chairperson, Secretary or the Polling Station Executive Committee.

9.6: LEAGUE AND COUNCIL OFFICIALS AT VARIOUS LEVELS

FOR WOMEN’S LEAGUE, YOUTH LEAGUE, PERSONS WITH DISABILITIES LEAGUE, DIASPORA LEAGUE, BUSINESS COUNCIL AND THE COUNCIL OF ELDERS

Chairperson

The Chairperson of the League or Council shall:

1. Ensure discipline and proper order in the Party in accordance with this Constitution within the League or Council.



2. On behalf of the League or Council Executive Committee have full authority and provide policy guidance over all organs of the party within the League or Council.
3. Forge a strong sense of unity within party organs and amongst party ranks and ensure a pleasant working relationship between party officers and members within the League or Council.
4. Preside over and chair the League or Council General Meeting, League or Council Executive Committee, and such other organs as they may be required by this constitution
5. Symbolise the image of the party, defend the party, its constitution, policies, interest, programmes and actions within the League or Council.
6. Perform such duties and exercise such powers conferred upon them by this Constitution and take any action or give any directives which in their opinion will enable the party achieve its objectives and interests within the League or Council.
7. Ensure discipline within the party rank and file within the League or Council in accordance with this constitution.
8. Perform any function, duty or discharge any obligation or responsibility as may be required of them by the National Chairperson or the Secretary General.
9. Continue in office and perform the duties of the office of the Chairperson until a new Chairperson is elected and takes the oath of office within the League or Council.
10. Upon being elected, the League or Council Chairperson shall take oath of allegiance to the party and such other oath of due execution of his or her office as may be prescribed by the National Executive Committee.

Deputy League Chairperson or Deputy Council Chairperson

The Deputy League or Council Chairpersons shall deputise the League or Council Chairperson in their respective portfolio.

League or Council Secretary

The League or Council Secretary shall:

1. Be responsible for all the Party affairs at the League or Council Secretariat, the organs or bodies which relate to the League or Council Secretariat and the Party's management at the League or Council.
2. In consultation with League or Council Executive Committee convene all the meetings of the League or Council Executive Committee, and the League or Council General Meeting.
3. Keep or cause to be kept proper record of minutes of all meetings of the League or Council Executive Committee, and the League or Council General Meeting, and ensure the distribution of such minutes to persons or bodies concerned.
4. Be the accounting officer of the party at the League or Council Secretariat



5. Be in charge of all correspondences and communication on behalf of the party and be the custodian of the party records within the League or Council.
6. Be the secretary to the League or Council General Meeting and League or Council Executive Committee.
7. Ensure that funds remitted to the League or Council are not used for purposes not authorised by law.
8. Keep separate books and records of accounts in the prescribed manner in respect of the funds of the party.
9. Ensure statutory compliance and issue relevant notices.
10. Be a member of the League or Council Executive Committee responsible for finance and administration.
11. Implement the decisions of the various organs of the party at the League or Council level;
12. Perform any other duties conferred upon them by this Constitution, The League or Council Chairperson, the Secretary or the League or Council Executive Committee.
13. Perform such duties and functions as are inherent in or customary to the office of League or Council Secretary.

Deputy League or Deputy Council Secretaries

The Deputy League or Council Secretaries shall deputise the League or Council Secretary according to their respective portfolios.

League Treasurer or Council Treasurer

The League Treasurer or Council Treasurer shall be:

1. In charge of the Party's Financial Affairs and responsible for the League or Council Secretariat's financial transactions under the direction of the League or Council Secretary and the League or Council Executive Committee.
2. Prepare or cause the preparation of, and submit to the League or Council Executive Committee, annual budget and shall ensure the submission of annual statement of accounts for circulation to all the delegates at the time the notice convening the League or Council General Meeting is sent out and shall be a signatory to such financial documents.
3. Ensure that every person handling the party finances adhere to all procedures laid down for handling of such monies or matters related thereto within the League or Council.
4. Ensure the execution of prudent stewardship, standards, and best financial practices to protect party finances within the League or Council.
5. Perform such duties and functions as are inherent in or customary to the office of the League or Council Treasurer.

**The League or Council Deputy Treasurers**

The League or Council Treasurers shall deputise the League or Council Treasurer in their respective portfolio.

League or Council Organizing Secretary

The League or Council Organising Secretary shall:

1. Be responsible for political mobilization of the party in the League or Council.
2. Supervise the organisation of the Party and in particular the organisation of public meetings and functions within the League or Council.
3. Supervise the organisation of the League or Council General Meeting in liaison with the League or Council Secretary and League or Council Executive Committee.
4. Be responsible for promoting party activities including recruitment at the League or Council level.
5. In conjunction with the League or Council Secretary co-ordinate the functions of the party caucuses.
6. Perform all the functions that are inherent and customary to the office of the League or Council Organising Secretary.

League or Council Deputy Organising Secretaries

The League or Council Deputy Organising Secretaries shall deputise the League or Council Organising Secretary according to the respective portfolio.

League or Council Executive Committee Members

There shall be elected members of the League or Council Executive Committee who shall participate in the meetings and affairs of the committee. These members will undertake any party responsibilities prescribed and assigned to them by the League or Council chairperson, secretary or the League or Council executive committee. The Executive Committee shall meet at least once every two (2) months.

**10.1: THE OFFICE OF THE EXECUTIVE DIRECTOR**

There shall be established the office of the National Executive Director who shall be an employee of the Party appointed by the National Executive Committee.

- 1.** The Executive Director shall be a full time employee of the party.
- 2.** The National Executive Director shall under the direction and supervision of the accounting officer be the officer in charge of the party secretariat and shall in that respect:
 - A.** Ensure efficient functioning of the National, County and Constituency secretariats.
 - B.** Supervise and enforce discipline of all staff and their observance of all party policies, manuals and programmes.
 - C.** Maintain a minute book of all resolutions of the National Delegates Conventions, National Governing Council, National Executive Committee and the sub-committees of the National Executive Committee, organs and the Caucuses of the Party.
 - D.** Coordinate and implement all party policies, decisions and programmes and generally ensure the achievement of all or any of the objectives of the party as stipulated in this constitution.
 - E.** Submit periodic reports on their performance and that of the Secretariat to the Accounting officer.
- 3.** The National Executive Director shall prepare a working manual for each department detailing among other matters:
 - A.** The head thereof
 - B.** Sections into which the department is divided and the heads thereof
 - C.** Functions of the departments and those of the sections
 - D.** Working procedures and discipline
- 4.** The Manual referred to in clause (3) shall be amended from time to time to reflect the changes that have occurred in or recommended for the departments or all sections.
- 5.** Shall perform such functions and duties as are inherent in or customary to the office of the National Executive Director.
- 6.** In the performance of their duties and exercise of their powers under this constitution, the National Executive Director shall be answerable to the accounting officer.
- 7.** The National Executive Director shall vacate office if:
 - A.** He or she ceases to be a member of the party.
 - B.** By notice to the Secretary General, resigns from office.
 - C.** Circumstances arise as would disqualify them from holding a public office in the Republic of Kenya in accordance with the Constitution of Kenya and any other written law.
 - D.** The National Executive Committee by a resolution of a simple majority of its membership resolves so in the interest of the party.

**10.2: SENIOR OFFICERS OF THE PARTY****Directors**

1. There shall be not fewer than five (5) and not more than nine (9) directors who shall render technical support to the office of the Secretary General on matters of the following directorates:
 - A. Finance and Administration Directorate
 - B. Communication and Programs Directorate
 - C. Political Affairs, Strategy and Elections Directorate
 - D. Membership Development Directorate
 - E. Logistics and Events Directorate
 - F. Economic and Social Development Directorate
 - G. Legal Affairs Directorate
 - H. Parliamentary and Inter-governmental Affairs Directorate
2. The Directors shall be full time employees of the party and shall serve on such terms as may be approved by the National Coordinating Committee upon recommendation by the Committee on Finance and Administration.

10.3: COUNTY EXECUTIVE OFFICER

There shall be a County Executive Officer in every County. The duties and responsibilities of the County Executive Officers shall be similar to the duties and responsibilities of the National Executive Director within the county jurisdictions and shall apply with relevant and appropriate modifications.

10.4: CONSTITUENCY AND WARD COORDINATOR

There shall be a Constituency Coordinator in every constituency and a Ward Coordinator in every ward. The duties and responsibilities of the Constituency and Ward Coordinators shall be similar to the duties and responsibilities of the National Executive Director within the county jurisdictions and shall apply with relevant and appropriate modifications.

10.5: PARTY OFFICERS

All officers shall work under the general direction, supervision and guidance of the accounting officer and shall perform such functions and exercise such powers as may be assigned to them by the National Executive Committee in accordance with this Constitution and the terms and conditions of their appointments.



THE PARTY SECRETARIAT

**ARTICLE 11: NOMINATIONS**

The party shall conduct open, free, fair and transparent nominations in national and county elections through consensus, secret ballot, or through the Independent Electoral and Boundaries Commission (IEBC) or other democratic method acceptable to the members under the supervision of the National Elections Board and the County Elections Board.

11.1: PRESIDENTIAL CANDIDATE

Unless otherwise provided for in written agreement between the Party and any other party or coalition, the Party Presidential and Deputy Presidential candidates shall:

- 1.** Be fully paid up members of the Party and shall provide copies of the following:
 - A.** Detailed Curriculum Vitae
 - B.** National Identity Card
 - C.** Voters Card or evidence of registration as a voter
 - D.** Relevant academic and / or professional certificates
- 2.** Be nominated by the National Delegates Convention, in accordance with the Party Nomination Rules and Regulations.
- 3.** Pay a non-refundable nomination fee as may be determined by the NEC from time to time.
- 4.** Meet all the requirements for presidential elections under the Kenyan Constitution, this Constitution, the Electoral laws or any other law in force for the time being in the Republic of Kenya.
- 5.** Sign an agreement with the Party binding them to abide by all duties and obligations required of them by the Party.

11.2: GUBERNATORIAL CANDIDATES

Unless otherwise provided for in a written agreement between the Party and any other or partner, or coalition of parties; any person seeking nomination as Governor or Deputy Governor candidate on the Party ticket shall:

- 1.** Be a fully paid up member of the Party and shall apply in writing to the Elections Board and provide copies of the following:
 - A.** Detailed Curriculum Vitae
 - B.** National Identity Card
 - C.** Voters Card or evidence of registration as a voter
 - D.** Academic and / or professional certificates
- 2.** Pay a non-refundable nomination fee as may be determined by the NEC from time to time.



3. Shall meet the requirements for gubernatorial elections under the Kenyan Constitution, this Constitution and the Electoral laws or any other law for the time being in force in the Republic of Kenya.
4. Be nominated in accordance with the Party Nomination Rules and Regulations
5. Sign an agreement with the Party binding themselves to abide by all duties and obligations required of them under the Party Constitution.

11.3: PARLIAMENTARY CANDIDATES (SENATE AND NATIONAL ASSEMBLY)

Unless otherwise provided for in a written agreement between the Party and any other Party or parties or coalition of parties; any parliamentary candidate seeking nomination on a Party ticket shall:

1. Apply in writing to the Elections Board and provide copies of the following:
 - A. Detailed Curriculum Vitae
 - B. National Identity Card
 - C. Voter's Card or evidence of registration as a voter
 - D. Academic and / or professional certificates
2. Pay to the Party a non-refundable nomination fee as may be determined by the NEC from time to time.
3. Be nominated in accordance with the Party Nomination Rules and Regulations.
4. Meet the requirements under the Kenyan Constitution, this Constitution and the Electoral laws or any other law for the time being in force in the Republic of Kenya.
5. Sign an agreement with the Party binding themselves to abide by all duties and obligations required of them under the Party Constitution.

11.4: COUNTY CANDIDATES

Unless otherwise provided in a written agreement between the Party and any other party or parties or coalition of parties; any candidate seeking nomination for a county position on a party ticket shall:

1. Apply in writing to the Elections Board and provide copies of the following:
 - A. Detailed Curriculum Vitae
 - B. National Identity Card
 - C. Voter's Card or evidence of registration as a voter
 - D. Relevant academic and / or professional certificates
2. Pay to the Party a non-refundable nomination fee as may be determined by the NEC from time to time.



NOMINATIONS



3. Be nominated in accordance with the Party Nomination Rules and Regulations.
4. Meet the requirements under the Kenyan Constitution, this Constitution and the Electoral laws or any other law for the time being in force in the Republic of Kenya.
5. Sign an agreement with the Party binding themselves to abide by all duties and obligations required of them under the Party Constitution.

11.5: GENERAL NOMINATIONS PROVISION

Nothing in this Article shall preclude the Party from declining to present a candidate for any elective position in a general election or a by-election once the matter is upon the agenda, discussed and resolved by the National Executive Committee in consultation with the National Elections Board.

**PARTY LISTS**

- 1.** Pursuant to, and in accordance with the Constitution of Kenya and other relevant Acts of Parliament, the Party shall submit to the Independent Electoral and Boundaries Commission Party lists containing:
 - A.** Twelve (12) persons for consideration as nominated Members of the National Assembly to represent special interests including the youth, persons with disabilities and workers.
 - B.** Sixteen (16) women for consideration as nominated Members of the Senate.
 - C.** Two (2) members, being one man and one woman for consideration as nominated members of Senate representing the youth.
 - D.** Two (2) members, being one man and one woman for consideration as nominated members of Senate representing persons with disabilities.
 - E.** Persons for consideration as nominated Members of County Assembly to represent special interests including the youth and persons with disabilities.
- 2.** The Party lists shall alternate between male and female candidates in the priority in which they are listed and shall reflect the regional and ethnic diversity of the people of Kenya.
- 3.** The applications contemplated under this article shall originate from a public advertisement in at least two leading local newspapers by the Secretary General within the time frames spelt out by the National Legislation.
- 4.** Persons who are nominated to the respective party lists shall be persons who meet the requirements of any written law as well as academic and professional qualifications to be elected to parliament and county assemblies respectively.

**13.1: NATIONAL DISCIPLINARY COMMITTEE**

There shall be established a National Disciplinary Committee.

- 1.** The National Disciplinary Committee shall be composed of not less than three (3) and not more than seven (7) members including the chairperson.
- 2.** The Chairperson of the National Disciplinary Committee shall be appointed by the National Chairperson in consultation with the National Executive Committee.
- 3.** The Chairperson of the National Disciplinary Committee shall be a person who is qualified to be a judge of the High Court of Kenya and who is in compliance with Chapter Six of the Constitution of Kenya.
- 4.** The National Disciplinary Committee shall have both original and appellate jurisdiction to hear and determine matters relating to or concerning discipline within the party.
- 5.** The Members of the National Disciplinary Committee shall be appointed by the National Executive Committee from among persons who are:
 - A.** Citizens of Kenya of above the age of 18 years
 - B.** Reputable, knowledgeable competent and impartial
 - C.** Persons not holding any other office in the party
 - D.** Paid up members of the party
- 6.** The members of the National Disciplinary Committee shall appoint one from among them to be the Deputy Chairperson and who shall be of the opposite gender to the Chairperson.
- 7.** The National Disciplinary Committee shall have appellate jurisdiction to hear appeals from the County Disciplinary Committee and shall have original jurisdiction to hear matters referred to it by the National Chairperson, Secretary General or the National Executive Committee.
- 8.** The National Disciplinary Committee shall have the power to impose any penalty provided for under Article 13.4.
- 9.** The decision of the National Disciplinary Committee shall stand until and unless set aside, varied or substituted by the National Executive Committee in accordance with Article 13.4.
- 10.** The National Disciplinary Committee shall make rules, regulations and guidelines governing the procedures to be employed by it and the County Disciplinary Committee.
- 11.** In all cases before the National Disciplinary Committee, every person appearing for a hearing shall be entitled to a fair hearing and be accorded an opportunity to defend themselves and may be represented by an advocate or any other party member.
- 12.** The National Disciplinary Committee shall report its findings and decisions to the National Executive Committee for adoption, ratification, variation or substitution in accordance with Article 13.4.



13. The Decision of the National Executive Committee in respect thereto shall be final.

13.2: THE COUNTY DISCIPLINARY COMMITTEE

There is established a County Disciplinary Committee.

- 1.** The County Disciplinary Committee shall be composed of not less than three (3) and not more than seven (7) members including the Chairperson.
- 2.** The Chairperson of the County Disciplinary Committee shall be appointed by the Secretary General after consultation with the NEC.
- 3.** The Chairperson of the County Disciplinary Committee shall be a person of integrity and high standing in the society and in compliance with Chapter Six of the Constitution of Kenya.
- 4.** The County Disciplinary Committee shall have jurisdiction to hear and determine matters relating to or concerning discipline in the party within the county.
- 5.** The Members of the County Disciplinary Committee shall be persons who are:
 - A.** Citizens of Kenya above the age of 18 years
 - B.** Reputable, knowledgeable competent and impartial
 - C.** Persons not holding any other office in the party
 - D.** Paid up members of the party
- 6.** The members of the County Disciplinary County shall be appointed by the Secretary General of the Party from a list presented by the National Executive Committee on recommendation of the County Executive Committee.
- 7.** The County Executive Officer shall act as Secretary to the County Disciplinary Committee.
- 8.** The members of the County Disciplinary Committee shall appoint one from among them to be the Deputy Chairperson and who shall be of the opposite gender to the Chairperson.
- 9.** The County Disciplinary Committee shall hear matters referred to it by the County Chairperson, the County Secretary or the County Executive Committee.
- 10.** The County Disciplinary Committee shall have the power to fine, remove the whip, suspend, or recommend expulsion of any member or office bearer in a County, Constituency, Ward and Polling Centre Committee. Such suspension or recommendation for expulsion shall be reported to the National Executive Committee for adoption, ratification or variation.
- 11.** In all cases before the County Disciplinary Committee, every person appearing for a hearing shall be entitled to a fair hearing and be accorded an opportunity to defend themselves and may be represented by an advocate or any other party member.
- 12.** The County Disciplinary Committee shall report its findings and decisions to the National Executive Committee.
- 13.** The County Disciplinary Committee shall forward a copy of proceedings and its decisions to the National Disciplinary Committee.

**13.3: MATTERS CONSTITUTING DISCIPLINARY MEASURES**

- 1.** Disciplinary action shall be instituted against a member in cases of:
 - A.** Gross misconduct
 - B.** Corruption
 - C.** Misappropriation of Party funds and / or misuse of Party facilities
 - D.** Disloyalty to the Party
 - E.** Allegiance to another political party
 - F.** Acting or advancing positions in contrary to the party position
 - G.** Failure, refusal or neglect to carry out directives or instructions of the Party
 - H.** Failure to make remittance / or pay dues to the Party
 - I.** Lack of respect to decisions of the party and the organs of the Party
 - J.** Failure to abide by the Code of Conduct of the Party
 - K.** Any other act or omission that may bring the party into disrepute
- 2.** The National Chairperson may in consultation with the National Executive Committee, appoint a Commission to investigate the affairs of any County, Constituency, Ward, Polling Station Executive Committees or organ of the party.
- 3.** The National Chairperson may refer any disciplinary matter to any disciplinary organ established under this constitution.
- 4.** The National Chairperson may act on any recommendations made by the commission and any action or decision taken by them in pursuance of the said recommendations shall be valid unless and until such time as the National Executive Committee may ratify or set aside, or substitute the same.

**13.4: PENALTIES FOR DISCIPLINARY MEASURES**

1. In the discharge of its disciplinary mandate the National Executive Committee may:
 - A. Suspend a member
 - B. Expel a member
 - C. Fine a member
 - D. Remove the whip from a member of committees of Parliament or County Assemblies
 - E. Set aside a decision
 - F. Review its own decision
 - G. Substitute or uphold penalty imposed by any disciplinary organ
2. The decision of the NEC shall stand notwithstanding any right of appeal subject only to Clause 13.4.3.
3. The decision of the NEC shall be final.

14.1: NATIONAL ELECTIONS BOARD

There is established a National Elections Board.

1. The Board shall consist of not less than five (5) and not more than nine (9) member including the Chairperson and the Deputy Chairperson.
2. The Chairperson of the Board shall be appointed by the National Executive Committee.
3. The Deputy Chairperson shall be appointed from among the members of the Board by the Board Members and he or she shall be of opposite Gender to the Chairperson.
4. The Board members shall be appointed by the National Chairperson of the party on recommendation of the National Executive Committee.
5. The Chairperson, Deputy Chairperson and Members of the Board shall be persons who are:
 - A. Citizens of Kenya above the age of 18 years
 - B. Reputable, knowledgeable, competent and impartial
 - C. The Chairperson shall be a person qualified to hold the office of a judge of the High Court of Kenya
6. The National Executive Director shall be the Secretary to the Board.
7. The Members of the National Elections Board shall serve for a period as may be determined by the National Executive Committee and be eligible for reappointment provided they shall not serve for more than two (2) terms.



- 8.** The Board shall have the following powers and duties:
- A.** Implement the Party Nominations and Election Rules in accordance with the Constitution of Kenya, the Electoral Laws in force and the party constitution.
 - B.** The Board shall organise and supervise Party nominations and elections in open, transparent, free and fair elections and in compliance with the party nomination rules and the Electoral Laws in force.
 - C.** The Elections Board shall make rules and regulations for the management of the elections and nomination exercise and present the same for approval to the National Executive Committee.
 - D.** The Elections Board in consultation with National Executive Committee and the Independent Elections and Boundaries Commission shall, announce the dates and venues for the nomination exercise.
 - E.** The Elections Board in consultation with the National Executive Committee and the Independent Elections and Boundaries Commission shall advertise for applications for Presidential, Governor, Deputy Governor, Parliamentary, Ward Candidates and announce the venues of the Polling stations.
 - F.** To prepare and make periodic reports to the National Executive Committee.
 - G.** To supervise, oversee and co-ordinate the implementation of the Election and nomination Rules by the County Elections Board.
 - H.** To prescribe forms and documents needed for purposes of party elections and all nominating party candidates or elections and shall supervise the due and speedy issuance and return of those forms as circumstances may warrant.
 - I.** The Board shall issue an interim certificate to a candidate duly elected or nominated upon being announced elected or nominated the soonest practicable.
 - J.** To issue a final list of the duly elected/nominated members to the National Executive Committee.
 - K.** To formulate rules and procedures for the proper conduct of its affairs and that of the County Elections Board which shall take effect upon ratification by the National Executive Committee.
 - L.** To appoint and post the Returning Officers, Presiding Officers and such other officials and staff as are necessary for the better carrying out of its mandate.
 - M.** The National Elections Board shall present to the National Executive Committee a list of all candidates contesting party positions or elections for presidential parliamentary or county level positions PROVIDED that the National Executive Committee may raise an objection with valid and very good reasons observing fairness and justice regarding the suitability of any candidate, and such objection shall be final.



THE ELECTIONS BOARD

**14.2: COUNTY ELECTIONS BOARD**

There is established a County Elections Board of the Party.

- 1.** The Board shall consist of not less than five (5) and not more than nine (9) members including the Chairperson and the Deputy Chairperson.
- 2.** The Chairperson of the County Elections Board shall be appointed by the County Executive committee in consultation with the National Executive Committee.
- 3.** The Deputy Chairperson shall be appointed from among the members of the Board by the Board Members and he or she shall be of opposite Gender to the Chairperson.
- 4.** The Members of the County Elections Board shall be appointed by the National Chairperson on recommendation of the County Executive Committee provided the National Executive Committee may decline and or substitute any such name or names for a good reason and in the best interests of the party.
- 5.** The Chairperson, Deputy Chairperson and Members of the Board shall be persons who are:
 - A.** Citizens of Kenya of above the age of 18 years
 - B.** Reputable, knowledgeable competent and impartial
 - C.** The Chairperson shall be a holder of Bachelor’s degree or of post-secondary education certificate and a respected member of the community
- 6.** The County Executive Officer shall be an ex-officio member and the Secretary to the Board.
- 7.** The Members of the County Elections Board shall serve for a period as may be determined by the National Executive Committee and be eligible for reappointment provided they shall not serve for more than two terms.
- 8.** The County Elections Board shall have the following powers and duties in their respective counties:
 - A.** To implement on behalf of the National Elections Board the Party Nominations and Election Rules in accordance with the Constitution of the Republic of Kenya, the Electoral Laws in force, and the Constitution of the party
 - B.** To organize and supervise Party nominations and elections in open, transparent, free and fair manner and in compliance with the party nomination rules and the Electoral Laws in force
 - C.** To prepare and make periodic reports to the National Elections Board
 - D.** To recommend to the National Elections Board suitable persons to be appointed for the positions of the Returning Officer and Presiding Officer and such other staff necessary for carrying out of its mandate



- E.** The County Elections Board shall ensure that persons duly elected or nominated by the party are issued with interim certificates.
- F.** The County Elections Board shall present to the National Elections Board a list of all candidates contesting party positions or elections for parliamentary or county level positions.
- G.** To issue a final list of those duly elected or nominated by the party to the National Elections Board.



**ARTICLE 15: THE NATIONAL ELECTIONS APPEALS TRIBUNAL**

There is established a National Elections Appeal Tribunal which shall be comprised of not less than three (3) and not more than nine (9) members including the chairperson. The members shall be appointed by the National Executive Committee.

- 1.** The Chairperson of the National Elections Appeal Tribunal shall be appointed by the National Executive Committee.
- 2.** The members of the National Elections Appeal Tribunal shall elect one of their members who shall be the Deputy Chairperson. The Deputy Chairperson shall be the opposite gender of the Chairperson.
- 3.** The Director for the time being in charge of election shall be the secretary to the National Appeals Tribunal as an ex-officio member
- 4.** The National Elections Appeals Tribunal shall have jurisdiction to hear and determine disputes arising from party nominations and elections.
- 5.** A member aggrieved by the presidential nominations shall lodge a complaint to the National Elections Appeals Tribunal which shall hear and determine such complaints. The decision from the National Elections Appeals Tribunal in respect thereto shall be final.
- 6.** Any member aggrieved in respect of all other party elections and / or nominations shall lodge a complaint with the National Elections Appeals Tribunal. The decision of National Elections Appeals Tribunal shall be final.
- 7.** The qualifications of the members of the National Elections Appeals Tribunal shall be as set out below.
- 8.** The Chairperson shall be a person qualified to be a judge of the Court of Appeal of Kenya, while all the other members shall be:
 - A.** Citizens of Kenya above the age of 18 years
 - B.** Reputable, knowledgeable competent and impartial
 - C.** Persons not holding any other office in the party
 - D.** Paid up member of the party
- 9.** The National Elections Appeals Tribunal shall make rules to govern procedures and the conduct of its affairs which shall be ratified by the NEC.

**16: CODE OF CONDUCT FOR MEMBERS**

All members shall subscribe to the following Code of Conduct in their public affairs in addition to any further statutory or other requirements stipulated by the party and without limitation to the following

- 1.** All members of the Party shall conduct themselves with the highest standard of personal integrity and honour and shall not involve themselves in dishonourable conduct which includes:
 - A.** Corrupt application of public resources
 - B.** Discrimination on grounds of race, tribe, place of origin, sex or religion
 - C.** Practice nepotism, tribalism, clanism and favouritism
 - D.** Incitement of people against the Party, its members or against other Kenyans
- 2.** Leaders of the Party shall bind themselves by signing the Party's Code of Conduct.
- 3.** Failure to comply with the Party's Code of Conduct shall constitute a disciplinary offence.

17: THE PARLIAMENTARY CAUCUS

There shall be a Jubilee Party Parliamentary Group which shall be a caucus of members of the National Assembly and Senate elected on the party ticket or nominated by the party to the respective Houses.

- 1.** The Chairperson in consultation with the National Executive Committee shall within thirty (30) days of the declaration of results of a general election convene a meeting of the Jubilee Party Parliamentary Group at a place specified in the notice of the meeting at which the agenda shall be:
 - A.** Election of the National Assembly Leader
 - B.** Election of the Senate Leader
 - C.** Election of a Chief Whip for each House
 - D.** Election of Deputy Chief Whip for each House as well as secretary to the Joint Parliamentary Group
- 2.** A member of the National Assembly or Senate shall not without justification oppose party positions and policy in Parliament. Provided a member shall not be construed to have opposed a party position where the same was not communicated in writing.
- 3.** A member of the National Assembly or Senate who opposes party positions without any reasonable justification shall be liable to having the whip removed and disciplinary action.
- 4.** Party positions shall be agreed on at meetings of the Party Parliamentary Group wherein decisions on any matter shall be determined by consensus or a simple majority vote and be communicated to all members accordingly.
- 5.** The Party Leader shall preside over meetings of the Parliamentary Caucus.
- 6.** The Parliamentary Caucus shall meet at least twice every year.

**18: GOVERNORS CAUCUS**

There shall be a caucus of Governors and Deputy Governors elected on the Party ticket to be known as the Governors Caucus which shall meet at least once every year at a place to be determined by the Secretary General.

1. The Governors Caucus shall review and advise the Party on the implementation of the party policies and manifesto.
2. The President of the Republic of Kenya if he is a Member of the Party shall be entitled to attend the Governors Caucus.
3. The Governors shall elect the Chairperson and Secretary of the Governors' Caucus.
4. The Party leader or Deputy Party Leader shall convene the first Governors' Caucus.

19: COUNTY ASSEMBLIES CAUCUSES**19.1: NATIONAL COUNTY ASSEMBLIES CAUCUS**

There shall be a National Caucus of the County Assemblies comprising of all the County Assembly Speakers, Deputy Speakers and members of County Assemblies.

1. The Party Leader or Deputy Party Leader in consultation with the County Executive Committee shall within thirty (30) days of the declaration of results of a general election convene a meeting of the Party National County Assemblies Caucus at a place specified in the notice of the meeting at which the agenda shall be the election of the National County Assemblies Caucus Leader.
2. The Party National County Assemblies Caucus shall meet at least once every year.
3. The Caucus shall review and consolidate the party positions and strengths in their respective County Assemblies.

19.2: COUNTY ASSEMBLY CAUCUSES

There shall be a County Assembly Caucus in each County comprising of the Speaker, Deputy Speaker, and the other Party Members of the County Assembly.

1. The County Chairperson in consultation with the County Executive Committee shall within thirty (30) days of the declaration of the results of the general election convene a meeting of the Caucus at a place specified in the Notice of the meeting at which the agenda shall be the election of the Leader of the Caucus and the Party Whip.
2. The Caucus shall articulate and communicate the Party position on policy matters, election of members to various positions in the County Assembly or any other issue affecting the County Assembly.
3. The members shall in the discharge of their mandate as members of the County Assembly uphold party positions and endeavour at all times to advance the Party position, values, objectives and ideologies.



4. The National Chairperson and or the Secretary General shall be entitled to attend and address any County Assembly Caucus and to articulate at such meetings the Party position on any issue.
5. The County Assembly Caucus shall meet at least twice every year.

ARTICLE 20: LEAGUES, COUNCILS AND CHAPTERS

There shall be a Women's League, Youth League, Persons with Disabilities League, Diaspora League, Business Council and the Council of Elders, and future chapters to be established by NEC.

1. The National Executive Committee shall make regulations to govern the operations of the Leagues, Councils and Chapters.
2. The functions of the League, Council and Chapter Committees shall be:
 - A. To mainstream issues affecting league, council and chapter members in the Party policies and programs;
 - B. To mobilise their respective electorates to support the Party; and
 - C. Propagate the Party's policies and programmes.
3. The National Executive Committee shall have the power to establish other specialised chapters of the Party.
4. The National Executive Committee shall constitute and establish the rules governing the chapters. The National Executive Committee may provide for representation of the various chapters within the party organs.

ARTICLE 21: PROCEDURE AT MEETINGS

Without prejudice to any provisions hereinbefore, meetings of the various organs of the Party shall be presided over as provided hereunder.

1. The National Delegates Convention shall be convened in accordance with this Constitution and chaired by:
 - A. The Party Leader or
 - B. In the absence of the Party Leader, the Deputy Party leader or
 - C. In the absence of the two by the Party National Chairperson.
2. The National Governing Council shall be convened in accordance with this Constitution presided over by the Party Leader or Deputy Party Leader or the National Chairperson PROVIDED upon a petition signed by the Chairperson of at least half of the Counties; the Secretary General shall convene the National Governing Council.



- 3.** The National Executive Committee shall be convened in accordance with this Constitution and the National Chairperson who shall preside over the same.
- 4.** Committees of National Executive Committee or various party organs shall be convened in accordance with this Constitution and be presided over by the various respective Chairpersons PROVIDED the Secretary General may convene a meeting of members of the relevant Committees or party organs for an urgent matter.
- 5.** The Party Parliamentary Group meetings shall be convened by the party whip.
- 6.** The Governors Caucus meeting shall be convened and presided over by the Governors' Caucus Chairperson.
- 7.** The County, Constituency, Ward and Polling Station meetings shall be convened by the respective secretaries and be presided over by the respective chairpersons thereof.
- 8.** The person presiding over any meeting of an organ or sub-organ of the Party may at their discretion limit the number of persons permitted to speak in favour of or against a motion, and may exercise such discretions as is in the interest of the Party.
- 9.** Resolutions, unless otherwise stated in this Constitution, shall as far as possible be decided by consensus PROVIDED where consensus is difficult to obtain, the following procedure shall apply:
 - A.** At meetings of the National Delegates Convention, the County and Constituency Delegates conventions, the Chairperson shall put the question to the Delegates with those in favour of the decision shouting 'AYE' and those contrary opinion shouting 'NAY', and the Chairperson shall determine which side the vote has gone and the determination thereof shall settle the matter
 - B.** At the meetings of the National Governing Council, the National Executive Committee, National Management Committee and the Party Parliamentary Group, contested decisions shall be determined by secret ballot
 - C.** In the event of an equality of any votes at any meeting, the Chairperson shall have a casting vote

**22: QUORUM**

1. The quorum for all meetings of all the Party Organs shall be one third (1/3) of all the members entitled to attend.
2. Where a quorum is not achieved in the first meeting, a second meeting shall be convened not later than three months thereafter whereof the meeting shall proceed notwithstanding that the quorum of one third (1/3) of all the members entitled to attend is not achieved.

23: THE PARTY SEAL, SYMBOL, FLAG

1. The Party shall have a seal whose design shall be approved by the National Executive Committee. The seal shall:
 - A. Be kept in the custody of the Secretary General and shall be affixed on documents or other items duly approved by the National Executive Committee
 - B. Be authenticated by the signatures of the National Chairperson and the Secretary General and in their absence by other persons duly authorised in writing by the National Executive Committee
 - C. When authenticated as provided in Clause 1(c) of this Article, the affixation of the seal on the document approved as provided in Clause 1(b) of this Article, shall be presumed to have been duly authorised and the contents of the document so affixed shall, as against third parties, be binding on the Party
 - D. The seal may be amended as circumstances and interests of the party may dictate, provided that sufficient public notice shall be given of such amendment and any documents previously sealed shall continue to be valid as against the party.
2. The Party shall have a symbol with or without a caption or slogan, whose use shall be governed by the following general rules:
 - A. The Party may use the party symbol on any party material, insignia, badge, tie, apparel, umbrella, document or anything on which it is intended to propagate the image of the party
 - B. The Party shall have a flag whose design and colours shall be approved by the National Executive Committee
 - C. Party Officials and Officers shall endeavour to hoist and fly the party flag at all party establishments, functions and activities. Provided that such hoisting and flying shall be subservient to that of the National Flag and the Presidential Standard
3. The Party may have a fraternity salute for public identification and salutation of members among themselves and for general party enthusiasm and activism.
4. It shall be the duty of the National Executive Committee to take any action within its power and means to defend, preserve and protect as the case may be, the dignity of the party symbol.

**24: FINANCE**

- 1.** The source of funds of the Party shall include the following:
 - A.** Membership dues
 - B.** Grants, donations and legacies
 - C.** Net income from publications and other saleable items offered for sale to the public
 - D.** Revenue from all forms of investments, which the Party may undertake directly or indirectly
 - E.** Such public funds as may be provided by the Constitution of Kenya and Parliament
 - F.** Any other lawful source of funds
- 2.** Officials of the party, and bodies created by it, may not incur expenditure in excess of the funds put at their disposal without prior authority in writing from the National Executive Committee.
- 3.** The financial year of the party shall be the 30th day of June in every year.
- 4.** The Party shall establish rules and regulations to govern the collection, keeping and disbursement of finances.
- 5.** The annual membership shall be as may be fixed from time to time by the National Executive Committee, in accordance with following general rules:
 - A.** The National Executive Committee shall have power to reduce or waive membership fees.
 - B.** In any case of failure to pay membership fee within the time fixed for such payment, the National Executive Committee may in its discretion extend the time so fixed.
- 6.** Any funds received by the party from the state shall be used in accordance with the law regulating the use of such funds.
- 7.** The receipts and payments of the party shall be audited annually by an auditor appointed by the National Delegates Convention for that purpose.
- 8.** The Secretary General shall be the accounting officer of the party.

**25: AUDITORS**

1. The party through the NEC shall appoint reputable auditors.
2. All the party accounts, records and documents shall be open for inspection by the auditors at any time.
3. The Treasurer shall produce and submit audited accounts to the National Executive Committee not more than three (3) months after June 30th every year.
4. The auditors shall be paid such fees for their services as may be approved by the National Executive Committee.
5. The auditors shall not be office bearers of the party and / or member of the party.

26: INSPECTION OF ACCOUNTS AND REGISTER OF MEMBERS

The books of account and all documents thereto and the register for members shall be available for inspection at the registered office of the party by any officer or member, by giving not less than fourteen (14) days notice in writing.

27: PRESS AND PUBLICATIONS

1. The party may own and operate a printing press and / or electronic media and may have an interest in shares in any existing printing press and /or electronic media.
2. The party may publish its own literature, periodicals, magazines, pamphlets and books for own use, sale and /or use by the public.

28: GENERAL LEADERSHIP PROVISIONS

1. In nominating or electing persons to the party or public offices, the party shall at all times take into account the competence integrity and honesty of the nominees, social, cultural, geographical and religious diversity of Kenya, and the principles of youth and gender equity and disability.
2. In constituting party organs, no one gender shall comprise more than two thirds (2/3) of the membership.
3. The term of office for all elected leaders under this constitution shall be five (5) years commencing on the date of ratification of this constitution.
4. All holders of offices under this constitution shall comply with the requirement of Chapter Six of the Constitution of Kenya, the Public Officer's Ethics Act, The Leadership and Integrity Act and all other relevant provisions of the law governing public leadership.
5. Nothing in this constitution, its rules, regulations or procedures shall preclude the NEC acting on its own or through the National Coordinating Committee from taking or making decision that it deems proper and fit in the interest of the Party.

**29: RULES, REGULATIONS AND BY-LAWS**

1. The National Executive Committee shall make rules, regulations and by-laws for the implementation of this Constitution.
2. These rules, regulations and by-laws may be altered or amended by a simple majority at any regular meeting of the National Executive Committee provided that no amendment shall be put to a vote unless written notice of such amendment shall have been delivered to each member at least two (2) weeks before the meeting at which the amendment is to be voted upon.
3. Any by-law may be suspended at any meeting of the National Executive Committee with the approval by at least two-thirds (2/3) of the National Executive Committee membership present in person.

30: AMENDMENTS OF THE CONSTITUTION

1. This Constitution may be amended by a resolution carried by a two thirds (2/3) majority vote of the delegates entitled to attend and vote at the National Delegates Convention.
2. A proposal to amend this Constitution may be presented by:
 - A. The National Executive Committee
 - B. A third (1/3) of the County Executive Committees
 - C. Thirty percent (30%) of the Members of the National Delegates Convention entitled to attend and vote at the National Delegates Convention
3. The National Executive Committee, if satisfied of the necessity to amend the Constitution, shall submit the proposed amendments to the National Delegates Convention.
4. The proposed amendments shall be publicised together with the notice convening the National Delegates Convention.
5. Any delegate opposed to the amendment may register at a desk set up at the convention for that purpose, and the amendment shall be construed to have failed if opposed by more than one third (1/3) of the delegates entitled to attend and vote at the National Delegates Convention.

**31: MERGER**

- 1.** The National Executive Committee may pass a resolution to merge with any other political party or parties in the country where the merger involves the dissolution of the other parties to join Jubilee Party.
- 2.** Where a merger involves the dissolution of Jubilee Party, the following procedure shall apply:
 - A.** The National Executive Committee shall constitute a panel of five persons drawn from among its members to negotiate the merger with like-minded political parties.
 - B.** The panel shall reach out to the like-minded parties and shall only enter into structured negotiations with appointed representatives of the other parties.
 - C.** The panel shall represent the Party in the drawing of a merger instrument, and any such instrument shall have due regard for:
 - i.** The political objectives and values of Jubilee Party and the interests of all members and organs of the Jubilee Party
 - ii.** The symbols and flag of Jubilee Party
 - iii.** The current and fixed assets and liabilities of Jubilee Party
 - iv.** The retention of at least one third of the officials of Jubilee Party at every organ of the merged party
 - v.** The retention of the National Executive Director and at least two senior Officers of Jubilee Party in the Secretariat of the merged party
 - D.** The panel shall make its report for adoption or otherwise to the National Executive Committee.
 - E.** If the National Executive Committee adopts the report of the merger negotiation panel, then the National Chairperson shall within sixty (60) days convene a meeting of a Special National Delegates Convention at which the Motion *“THAT, the Jubilee Party resolves to merge with [list names of all Parties entering into the merger] to form, and therefore bind every registered member of Jubilee Party to become a member of, a new political party to be known as [give name of new party]”* shall be the only agenda of the day.
 - F.** The Secretary General shall put out a notification of the intended merger in at least two daily newspapers of national circulation and shall in the notification invite any person, group of persons or organisations owed by Jubilee Party to lay forth their claims.
 - G.** If the Special National Delegates Convention ratifies the decision to merge with other Political Parties, then:
 - i.** The National Treasurer shall within fourteen days settle all outstanding financial obligations where possible
 - ii.** The National Treasurer shall close all books of account at every organ of the Party and stop every payment except that which relates to the terminal benefits of employees.



- iii. The Secretary General shall circulate copies of the merger instrument to all delegates attending the Convention.
 - iv. All the organs of the Party shall within fourteen (14) days dissolve and cease to exist in the manner specified in the merger instrument.
 - v. The instrument of merger shall bear the signature of the National Chairperson and that of the Secretary General and shall be sealed accordingly.
3. A decision to merge with other parties shall be by a resolution of the National Delegates Convention supported by two thirds (2/3) of all delegates entitled to attend and vote. Provided any delegate opposed to the merger may register at a desk set up at the convention for that purpose, and the merger shall be construed to have failed if opposed by more than one third of the delegates entitled to attend and vote at the National Delegates Convention.

32: COALITIONS

32.1: PRE-ELECTION COALITION

- 1. The National Executive Committee may pass a resolution to enter into a pre-election coalition with any political party or parties.
- 2. The Pre-Election Coalition shall in every respect comply with the provisions of the Third Schedule of the Political Parties Act.
- 3. The instrument of Pre-Election Coalition shall bear the signature of the National Chairperson and the Secretary General and shall be sealed accordingly.

32.2: POST-ELECTION COALITION

- 1. The National Executive Committee may pass a resolution to commit Jubilee Party to a Post-Election Coalition, or terminate the same.
- 2. The resolution contemplated in Clause 1 above shall originate from a Post-Election Coalition Negotiation Panel consisting of the National Chairperson, the Secretary General and two other persons nominated by the National Executive Committee.
- 3. The Post-Election Coalition shall be purely for purposes of addressing the parliamentary strength of the Jubilee Party in Parliament and / or in the County Assemblies.
- 4. The Post-Election Coalition Negotiation Panel shall report to the National Executive Committee.
- 5. Without prejudice to the generality of Clauses 1,2,3,4 and 5 of this Article, any Post-Election Coalition building process shall be in compliance with the Third Schedule of the Political Parties Act.
- 6. The instrument of Post-Election coalition shall bear the signature of the National Chairperson and the Secretary General and shall be sealed accordingly.

**33: TRANSITION**

1. Each party to the merger shall publish its audited accounts in at least one local daily newspaper not later than thirty (30) days from the date of executing the merger instrument.
2. The President of the Republic of Kenya shall be the Party Leader and the Deputy President shall be the Deputy Party Leader.
3. The Party Leader and the Deputy Party Leader shall nominate interim National Officials of the party having regard to the officials and strengths of the parties being dissolved, regional, gender, youth, disability and other diversities, and the best interests of the merged party.
4. The National Executive Committee shall appoint a committee which shall facilitate nomination of interim officials of the party at county, Constituency, ward and polling stations.
5. All interim party officials shall serve for a term not exceeding three (3) years from the date of appointment unless he/she is elected as provided under this constitution.
6. The respective merging parties shall finalise, terminate and or conclude the employment status of their employees, officers, staff and or personnel and shall each pay the terminal dues or benefits to those officers, staff and or personnel. The liabilities in respect thereof shall not be transferred to the new Party.
7. The new Party shall elect, recruit and or appoint its officers, staff and or personnel based on professional qualifications, experience, competence and skills and may opt to retain any employee, officer, staff or personnel of the merging parties in the same position or in a different position, provided that where the services of any such employee, officers, staff or personnel is retained, then his or her terms of service, remunerations or allowances shall not be adjusted to his or her disadvantage.
8. The assets and liabilities of the dissolved parties shall rest in the Jubilee Party, in accordance with the Political Parties Act.

**34: DISSOLUTION AND RENAMING**

1. Upon the approval by the National Executive Committee of a motion for introduction to a Special National Delegates Convention to dissolve the party, the Secretary General shall cause to be publicised in two leading Kenyan daily newspapers notice of a Special National Delegates Convention which shall convene not less than sixty (60) days from the date of publication of the motion thereof.
2. The notice referred to in Clause 1 shall be circulated in writing to all counties and sub-counties not less than sixty (60) days before the date of the Special National Delegates Convention.
3. A dissolution of Jubilee Party shall be by a resolution that is not opposed by thirty (30) percent of members entitled to attend and vote at a National Delegates Convention, at a Special National Delegates Convention called expressly for the purpose of dissolution.
4. Any delegate opposed to the dissolution may register at a desk set up at the convention for that purpose, and the dissolution shall be construed to have failed if opposed by thirty (30) percent of the delegates entitled to attend and vote at the National Delegates Convention.
5. If the National Convention resolves that Jubilee Party be dissolved, the National Executive committee shall after the date of such resolution remain in office for a maximum of ninety (90) days to superintend over disposal of assets and offsetting of all obligations of the party, and the surplus thereof submitted to the Registrar of Political Parties.
6. The National Delegates Convention may by a resolution decide that Jubilee Party be renamed.

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