CONSTITUTION
OF THE
CRESCENT OBSERVERS SOCIETY OF SOUTH AFRICA

1. NAME

1.1 The name of the society shall be Crescent Observers Society of South Africa.

1.2 AIMS AND OBJECTIVES

1.2.1 To observe the Hilaal (New Moon) on 29 of each Islamic Month at specific vantage points in the Cape Peninsula and other designated vantage by the Society, from time to time and to record the sightings of the new moon in the following manner:

Islamic and Gregorian date.
Place and time of sunset
Age of new moon and duration
Time moon was sighted
Angle and Shape of new moon
Weather conditions

1.2.2 The Crescent Observers Society of South Africa shall at all times follow the Daleel/Quraan and Hadith and the decisions taken by the Muslim Judicial Council

1.2.3 Cooperate with other centres and societies that are accepted by the MJC, and record sightings in manner as prescribed and having the same aims and objectives.

1.2.3 To disseminate the news of the sightings of the Hilaal (New Moon) through its various representatives - mosques, media, via the airwaves, print media and electronic media.

1.2.4 To work in close co-operation with the Muslim Judicial Council and report all sightings to its Ghaakiem.

1.2.5 The Crescent Observers Society of South Africa shall reserve the right to collaborate with any other society having the same aims and objectives.

1.3 SIGHTING POINTS

1.3.1 Signal Hill
Three Anchor Bay
Stellenbosch
Bakoven
Gordon's Bay
And Others

1.3.2 Sighting point under the auspices of the Society shall be limited to within the Western Cape

2. MEMBERSHIP

2.1 Membership shall be open to all Sunni Muslim Males, subject to the approval of the Society, who shall reserve the right to refuse or to accept the application without any reason.

2.2 All members shall be issued with the Society's I.D. Card and a copy of the Constitution.

2.3 The I.D. Card of the Society shall be worn or displayed at all sightings.

2.4 Should a member resign from the Society or if his membership is terminated by the Society, he must return all of the Society's property that he may have in his possession.

3. "CONTROLLING AND ADMINISTRATION BODY"

3.1 The Society shall be governed by an Executive comprising of:

3.2 President.
Chairman
Vice-Chairman
Treasurer
Secretary
Asst Secretary

3.3 The Executive may at any time appoint auxiliary individuals to support the decision-making process as deemed necessary.

4. FUNCTIONS OF OFFICE BEARERS

4.1 Functions of the Chairperson

4.1.1 He shall occupy the Chair at all meetings. In his absence, the Vice- Chairperson shall chair the meeting. Should both be absent, the President shall take the chair.

4.1.2 He shall eliminate unnecessary deviations from regular procedures and keep the meeting to run fluently.

4.1.3 It is his duty to ensure that the meeting is conducted in accordance with the agenda. He may however depart from the procedures with the permission of the meeting

4.1.4 He shall ensure that members have adequate opportunity to address the meeting, but shall nevertheless guard against repetition and digression.

4.1.5 He shall be empowered to:

4.1.5.1 Order any member to leave the meeting on account of blatant misconduct;

4.1.5.2 Adjourn the meeting and;

4.1.5.3 Give judgement regarding question or point of procedure.

4.2 Functions of the Secretary

4.2.1 The secretary shall draw up an Agenda for all meetings in conjunction with the Chairperson and give notice of such meetings in good time.

4.2.2 He shall keep minutes of all meetings, which shall reflect:

4.2.2.1 The names of members present at the meeting. The place, date and times at which the meeting opened and closed;

4.2.2.2 Each item of business under numbered sub-headings;

4.2.2.3 An accurate account of all decisions and resolutions taken and;

4.2.2.4 Comprehensive particulars regarding the contract, finances, appointments, powers and duties of office bearers, mandates given and transactions authorised.

4.2.3 It is his duty to ensure that proper notice is given of all decisions and instructions by the Committee.

4.2.4 He shall present minutes, notices, letters and other documents that may be relevant to the meeting.

4.2.5 He shall ensure that all corrections to the minutes are made before they are endorsed.

4.2.6 He shall draft the Annual Report.

4.2.7 "Assistant Secretary": He shall fulfil all the functions of the Secretary in his absence.

4.3 FUNCTIONS OF THE TREASURER

4.3.1 The Treasurer with the Secretary shall at all times have complete records of the Society's Income and Expenditure.

4.3.2 He shall be responsible for the prompt keeping of books and that all his financial activities correspond with the books of the Secretary.

4.3.3 It is the Treasurer's duty to ensure that an Audited Annual Statement of income and expenditure is drawn up and presented to the Annual General Meeting.

4.3.4 He will be allowed R200.00 as Petty Cash.

4.3.5 The Treasurer shall submit quarterly banking statements to the Society.

5. ELECTIONS

5.1 Elections of officials shall be held every 3 years, but reports will be tabled annually at the Annual General Meeting.

5.2 All members present shall be eligible for elections at the 3rd Annual General Meeting.

5.3 Any member absent will be eligible for an Executive position if a written apology is tabled stating that he will stand for any position

5.4 Any new member will only be eligible for any Executive position after attending three (3) consecutive meetings prior to the 3rd Annual General Meeting.

5.5 21 Days notice shall be given for the reviewing or rescinding of any clause of the Constitution before an Annual General Meeting.

6. FINANCE

6.1 All monies of the Society shall be banked to the credit of the Society, at the Financial Institution approved by the Society.

6.2 Any withdrawals shall be operated jointly by the Treasurer, Chairman and Secretary.

6.3 The Treasurer shall be required to bank all monies.

6.4 Minimum subscription fee of R10 for all members per month.

7. GENERAL

7.1 The Procedures of the Society's meetings shall be in accordance with the general procedure of meetings.

7.2 Any member who absent themselves from three (3) consecutive meetings without a written apology will have their membership status reviewed and possibly lose membership if no valid reasons are given.

7.3 Any (Executive) member who is absent from three (Executive) meetings without a written apology or valid reasons shall forfeit his position and the said position shall be filled at the immediate following General Meeting.

7.4 A quorum shall consist of 10 of the Total Membership with a minimum of 7 members present. If no quorum is present, the meeting will stand adjourned for 15 minutes before the meeting will proceed.

7.5 Gadj and Janaaza donations to members will be decided by the Executive Committee.

8. LIMITATIONS OF RIGHTS AND LIABILITIES

8.1 Press Releases, Statements, Electronic Media Statements shall only be made by the Executive.

9. REMUNERATIONS

9.1 Members of the Committee shall serve in a voluntary capacity and shall receive no remuneration for partaking in assuring the fluent functioning of the Society.

10. TERMINATION OF MEMBERSHIP

10.1 Resignation of a member will be by means of a notice in writing.

10.2 The Society retains the right to terminate the membership of any member who brings the Society into disrepute or acts against the policy of the Society.

10.3 Should a seat of a member become vacant the Committee can appoint a new person for the remainder of the time period in office.

11. MEETINGS

11.1 Meetings shall be held monthly before the sighting of the next Islamic month.

11.2 Meeting time will be decided on by the consensus of the members based on availability and time of year.

11.3 The Working Committee will comprise the full Executive Committee plus Voluntary members of the Society.

11.4 The minutes of the previous monthly meeting shall be confirmed at the monthly meeting and signed by the Chairman before such meeting may proceed.

12 Amendments to the Constitution

12.1 Any change to the constitution during the year can be sent to the secretariat via digital form at least three weeks before the Annual General Meeting (AGM).

12.2 First draft of changes to the constitution shall be reviewed by the executive before the AGM.

12.3 The secretariat is to handle and manage all changes with their discretion for minor formatting and wording changes.

12.4 All changes to be reviewed at the AGM with the concession to make minor final wording changes and related without changing the context of the clause.

12.5 The constitution can be amended at the AGM with a two-thirds majority vote of the members present.

12.6 Final version of the constitution to be signed by the chairman and secretariat after the AGM has concluded.

12.7 The finalised constitution can be sent to members upon request or accessed on the website.