

ANIMAL HEALTH INDUSTRY COMMITTEE CONSTITUTION



[2012]

ANIMAL HEALTH INDUSTRY COMMITTEE CONSTITUTION

ARTICLE 1: NAME

The name of the Committee shall be “The Animal Health Industry Committee”

ARTICLE 2: OBJECTS

The Committee is hereby established to achieve the following objectives:

- a) Represent the industry to relevant stakeholders such as Medicines Control Authority of Zimbabwe, Ministry of Agriculture, etc., in matters pertaining to the retail of animal health products;
- b) Assist the animal health service system in maintaining acceptable national animal health standards aimed at meeting consumer needs and market requirements at home and overseas;
- c) Facilitate joint involvement of industry and government in Zimbabwe’s animal health system;
- d) Be responsive to the needs and requirements of animal health services and act in ways which recognize the roles and responsibilities of all its members;
- e) Arrange for, or to assist in, research and development into matters pertaining to animal health;
- f) Undertake commissioned animal health service projects;
- g) Carry out all or any functions and operations that in the opinion of the Committee, are appropriate to be carried out by the Committee in furtherance of or incidental to any of the above objects.

ARTICLE 3: MEMBERSHIP

The Committee shall consist of licensed manufactures and suppliers of animal medicines who have paid their membership fees.

ARTICLE 4: COMMITTEE

Duties of the Committee

a) THE CHAIRPERSON

The Chairperson shall have the following duties.

- i) To represent the Committee at all functions requiring representation.
- ii) Chair all the meetings.
- iii) Shall be a signatory to all transactions of the Committee.

b) THE VICE-CHAIRPERSON

The Vice Chairperson shall have the following duties;

- i) To follow through with the functions of the Chairperson in the absence of the Chairperson when the Chairperson is unavailable.
- ii) To carry out any other duties as may be delegated by the Chairperson from time to time

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iii) Shall be a signatory to all transactions of the Committee.

c) THE TREASURER

The Treasurer shall have the following duties:

- i) Treasurer, who shall be responsible for keeping members apprised of the Committee's financial position
- ii) in conjunction with the Chairperson, shall be a signatory in all financial transactions of the Committee) shall be responsible for collecting membership fees from members

d) THE SECRETARY

Secretarial services will be engaged if there is need (at the discretion of the Committee).

The time frame for holding term of office will be 12 months and new office holders will be voted in at the AGM.

ARTICLE 5: QUORUM

For a Committee Meeting five shall be a quorum.

ARTICLE 6: MEETINGS

- a) An Annual General Meeting of the Committee shall be held each year during the month of March in place of the monthly Committee meeting.
- b) General Meetings will be held once every month, *ceteris paribus*, on the second Wednesday of the month.

ARTICLE 7: FINANCE

The expenses of the Committee shall be provided for by the annual contributions of each member and such subscriptions shall be fixed from time to time by the Committee.

The financial year shall run from January to December each year.

The Committee shall open a bank account which will have 3 signatories to operate which two of the three signatories will sign.

ARTICLE 8: AMENDMENTS

The Constitution of the Committee may be amended at any meeting or Special General Meeting by a vote of two-thirds of the representation of the members present, provided that notice setting forth such proposed amendments shall

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have been sent to all members at least twenty-one days prior to the date of such meeting.

The Chairperson shall call a Special General Meeting if deemed necessary.

WITHDRAWAL OF MEMBERSHIP

The Committee shall have power to suspend the membership of any member at any time for reason of non payment of dues or any other conduct that is deemed to bring the name of the Committee into disrepute and shall report the circumstances to the next General Meeting for confirmation.