



United Nations
Educational, Scientific and
Cultural Organization



Intangible
Cultural
Heritage

NGO accreditation
ICH-09 + Form

REQUEST BY A NON-GOVERNMENTAL ORGANIZATION TO BE ACCREDITED TO PROVIDE ADVISORY SERVICES TO THE COMMITTEE

DEADLINE 30 APRIL 2021

Instructions for completing the request form are available at:

<https://ich.unesco.org/en/forms>

1. Name of the organization

1.a. Official name

Please provide the full official name of the organization, in its original language, as it appears in the supporting documentation establishing its legal personality (section 8.b below).

UGANDA COMMUNITY MUSEMS ASSOATION (UCOMA)

1.b. Name in English or French

Please provide the name of the organization in English or French.

UGANDA UGANDA COMMUNITY MUSEMS ASSOCIATION (UCOMA)

2. Contact of the organization

2.a. Address of the organization

Please provide the complete postal address of the organization, as well as additional contact information such as its telephone number, email address, website, etc. This should be the postal address where the organization carries out its business, regardless of where it may be legally domiciled (see section 8).

Organization: Uganda Community Museums Association (UCOMA)

Address: P.O. BO 33507, Kampala

Telephone number: +256 782 822 462

Email address: c/o kitaulwa@gmail.com

Website: www.ucoma.or.ug

Other relevant
information:

2.b Contact person for correspondence

Provide the complete name, address and other contact information of the person responsible for correspondence concerning this request.

| | |
|-----------------------------|--------------------------------------------------|
| Title (Ms/Mr, etc.): | Abraham |
| Family name: | Kitaulwa |
| Given name: | Kigenyi |
| Institution/position: | Uganda Community Museums Association/Chairperson |
| Address: | P.O.Box 33507 Kampala |
| Telephon number: | +256 (0) 782 822 462 |
| Email address: | kitaulwa@gmail.com |
| Other relevant information: | |

3. Country or countries in which the organization is active

Please identify the country or countries in which the organization actively operates. If it operates entirely within one country, please indicate which country. If its activities are international, please indicate whether it operates globally or in one or more regions, and please list the primary countries in which it carries out its activities.

local

✓ national - Uganda

international (please specify:)

- worldwide
- Africa
- Arab States
- Asia & the Pacific
- Europe & North America
- Latin America & the Caribbean

Please list the primary country(ies) in which it is active:

4. Date of its founding or approximate duration of its existence

Please state when the organization came into existence, as it appears in the supporting documentation establishing its legal personality (section 8.b below).

2010 and registered with the National registration bureau in 2011

5. Objectives of the organization

Please describe the objectives for which the organization was established, which should be 'in conformity with the spirit of the Convention' (Criterion C). If the organization's primary objectives are other than safeguarding intangible cultural heritage, please explain how its safeguarding objectives relate to those larger objectives.

Not to exceed 350 words; do not attach additional information

- (a) To **preserve** artifacts and cultures throughout the country through member community museums
- (b) To **expose** to all generations, especially the youth, Uganda's cultural artifacts and traditions both tangible and intangible
- (c) To **come together** under one umbrella organization and share experiences, knowledge, skills and resources, both within and outside Uganda;
- (d) To **advocate** for the common interest of the members and for a conducive policy environment for their work;
- (e) To **promote** members' professional growth in managing their individual museums; and
- (f) To **carry out** relevant documentation and research on African/Ugandan artifacts, cultures and their evolution.
- (g) To engage in activities that promotes peace, development and environmental protection in their respective areas.

6. The organization's activities in the field of safeguarding intangible cultural heritage

Sections 6.a to 6.d are the primary place for establishing that the NGO satisfies the criterion of having 'proven competence, expertise and experience in safeguarding (as defined in Article 2.3 of the Convention) intangible cultural heritage belonging, inter alia, to one or more specific domains' (Criterion A).

6.a. Domain(s) in which the organization is active

Please tick one or more boxes to indicate the primary domains in which the organization is most active. If its activities involve domains other than those listed, please tick 'other domains' and indicate which domains are concerned.

- oral traditions and expressions
- performing arts
- social practices, rituals and festive events
- knowledge and practices concerning nature and the universe
 - traditional craftsmanship
- other domains - please specify:

6.b. Primary safeguarding activities in which the organization is involved

Please tick one or more boxes to indicate the organization's primary safeguarding activities. If its activities involve safeguarding measures not listed here, please tick 'other safeguarding measures' and specify which ones are concerned.

| |
|-----------------------------------------------------------------------------------------------|
| <input type="checkbox"/> identification, documentation, research (including inventory-making) |
| <input type="checkbox"/> preservation, protection |
| <input type="checkbox"/> promotion, enhancement |
| <input type="checkbox"/> transmission, formal or non-formal education |
| <input type="checkbox"/> revitalization |
| <input type="checkbox"/> other safeguarding measures – please specify: |

6.c. Description of the organization's activities

Organizations requesting accreditation should briefly describe their recent activities and relevant experience in safeguarding intangible cultural heritage, including those demonstrating the capacities of the organization to provide advisory services to the Committee. Relevant documentation may be submitted, if necessary, under section 8.c below.

Not to exceed 550 words; do not attach additional information

| |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Uganda Community Museums Association (UCOMA) is an umbrella organisation for Community Museums in Uganda.</p> <p>5 of the 36 member museums are linked to 5 of the 6 ICH elements and they are; Kigulu Cultural Museum (The Bigwala Trumpet music, among the Basoga), Madi Community museum (The Madi bow lyre musical instrument), the Cultural Assets Centre museum (Empako naming ceremony among the Banyoro), Koogere Community museum (Koogere Oral Tradition) and Uganda Matrys University museum (the Skill of Bark cloth making among the Baganda).</p> <p>UCOMA is coordinating the project to make the ICH elements visible both within and beyond the communities in which they are located and the transmission of ICH to young generations which is hampered by different factors including the western form of education, foreign religions and limited spaces for engagement and learning. Much as there is no linked museum, UCOMA has not left out the 6th ICH element; the Male Child cleansing among the Longo people.</p> <p>UCOMA is documenting the 6 elements and very soon, a booklet combining the 6 ICH elements, the first of its kind, will be launched and a 25 minutes documentary, also combining the 6 ICH elements is in the final stages of editing. Not only the booklet and film, UCOMA is engaging a number schools to incorporate the promotion of ICH elements into their co-curricular activities, this will popularise these elements even beyond their known cultural boundaries and ensure that the youth grasp them; could be through direct learning or practice or through incidental learning.</p> <p>UCOMA has plans of equipping the 5 museums with a loptop, generator, projector and room public address system, to enable these museums go for outreach activities, showing the film to the public, we hope this will give the elements the publicity they deserve.</p> <p>UCOMA is also organising a culture day, where the 6 elements will be exhibited, at a national level.</p> <p>Futher still, UCOMA is working with other museums, like the Museum of Acholi Art and Culture to document on an ancient judicial system among the Acholi people, called 'Mato oputi', which is under threat with the current legal system, for urgent safeguarding.</p> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

6.d. Description of the organization's competence and expertise

Please provide information on the personnel and members of the organization, describe their competence and expertise in the domain of intangible cultural heritage, in particular those that demonstrate the capacities of the organization to provide advisory services to the Committee, and explain how they acquired such competence. Documentation of such competences may be submitted, if necessary, under section 8.c below.

Not to exceed 200 words; do not attach additional information

Mr. Abraham Kitaulwa, the Chairperson of the Association, is the overall manager and supervisor. He is a teacher by profession and has been a manager of the Kigulu Cultural Museum for the last six years.

Mr. Moses Akugizibwe is UCOMA's treasurer. He works at the Mountains of the Moon Museum. He oversees the finances.

• Emmanuel Omara, is UCOMA's Secretary. He is a teacher by profession and manages the social media platforms.

Strategies:

The UCOMA secretariat is responsible for the management of the organisation and implementation of the projects in partnership with representatives from the 5 ICH bearer communities and five community museum management committees has:

• Trained community museums managers and equipping them with information related to ICH elements.

• Ensures quarterly mentoring of young people by trained elders from the ICH bearer communities. This is meant to increase the number of people with knowledge and skills to safeguard the ICH elements

• Collaborating and networking among community museums, and with other relevant agencies.

- Coordinates support from other agencies for specific inputs as follows:

- Uganda National Commission for UNESCO and the Uganda National Museum: validate the training curriculum.

- District Community Development Officers: mobilise the representatives of the ICH bearer communities.

7. The organization's experiences in cooperating with communities, groups and intangible cultural heritage practitioners

The Committee will evaluate whether NGOs requesting accreditation 'cooperate in a spirit of mutual respect with communities, groups and, where appropriate, individuals that create, practise and transmit intangible cultural heritage' (Criterion D). Please briefly describe such experiences here.

Not to exceed 350 words; do not attach additional information

Uganda Community Museums Association (UCOMA) secretariat has visited the 6 bearers communities and the 5 linked museums (Moyo, Kabarole, Mpigi, Kagadi, Lira and Iganga) to establish the status of the elements and existing opportunities and challenges at community museums. The visits also helped to concretize the training needs for each community museum and the information collected contributed to a subsequent publication. During the visits, the bearers communities didn't share their knowledge only, but also their photography role played/acted in the documentary.

UCOMA Conducted a 4-day training event for community museum managers and ICH bearers to introduce them to the concept of ICH using the available UNESCO materials. The training focused on:

- (i) Developing, packaging and sharing appropriate information on the ICH elements

(ii) Skills for safeguarding the ICH elements

(iii) How to utilise museum spaces creatively to strengthen safeguarding and dissemination of information on ICH elements and

(iv) How to engage specific groups of people on the value of ICH, especially the youth.

At the end of the training, communication materials on ICH elements using acquired skills was developed. The materials are used within the museums and for the exhibitions that are held, in addition to the other activities that are held in the museums (spaces for youth placements, outreach and engagements with bearer communities).

8. Documentation of the operational capacities of the organization

The Operational Directives require that an organization requesting accreditation submit documentation proving that it possesses the operational capacities listed under Criterion E. Such supporting documents may take various forms, in light of the diverse legal regimes in effect in different States. Submitted documents should be translated, whenever possible, into English or French if the originals are in another language. **Please label supporting documents clearly with the section (8.a, 8.b or 8.c) to which they refer.**

8.a. Members and personnel

Proof of the participation of the members of the organization, as requested under Criterion E (i), may take diverse forms such as a list of directors, a list of personnel and statistical information on the quantity and categories of the members; a complete membership roster usually need not be submitted.

Please attach supporting documents, labelled 'Section 8.a'.

8.b. Recognized legal personality

If the organization has a charter, articles of incorporation, by-laws or similar establishing documents, a copy should be attached. If, under the applicable domestic law, the organization has a legal personality recognized through some means other than an establishing document (for instance, through a published notice in an official gazette or journal), please provide documentation showing how that legal personality was established.

Please attach supporting documents, labelled 'Section 8.b'.

8.c. Duration of existence and activities

If it is not already clearly indicated in the documentation provided under section 8.b, please submit documentation proving that the organization has existed for at least four years at the time it requests accreditation. Please provide documentation showing that it has carried out appropriate safeguarding activities during that time, including those described above in section 6.c. Supplementary materials such as books, CDs, DVDs or similar publications cannot be taken into consideration and should not be submitted.

Please attach supporting documents, labelled 'Section 8.c'.

9. Membership in the ICH NGO Forum

Indicate below whether your organization wishes to join the ICH NGO Forum. Please note that membership is contingent upon the accreditation of your organization by the General Assembly of States Parties to the 2003 Convention.

For more information on the ICH NGO Forum and its activities, please see <https://ich.unesco.org/en/ngo-forums-00422>.

Yes

No

10. Signature

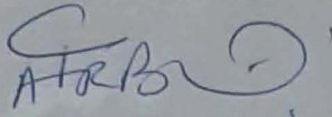
The application must include the name and signature of the person empowered to sign it on behalf of the organization requesting accreditation. Requests without a signature cannot be considered.

Name: KITAULWA ABRAHAM

Title: CHAIRPERSON

Date: 27th April, 2021

Signature:

A handwritten signature in blue ink, appearing to read 'KITAULWA ABRAHAM', written over a light blue grid background.



Uganda Community Museums Association

P.o.Box c/o 25517 K1a,

Tel: 0782 822462; 0782759161

www.ucoma.or.ug; Email: info@ucoma.or.ug

ATTENDANCE LIST FOR UCOMA DATE 16th July 2020

| SNO. | NAMES | INSTITUTION and District | CONTACT | EMAIL | SIGN |
|------|--------------------------|-------------------------------------|---------|-------|------|
| 1 | Omara Emmanuel | Thur Community Museum Abim District | | | |
| 2 | KYEYAGO ISMAEL | CHAMUNDA KIGULU CULTURAL MUSEUM | | | |
| 3 | Francis Opio | RFRJ | | | |
| 4 | Gwokyalya Alice | Hamu Mukasa Mukono | | | |
| 5 | Robinah S. Nakabo | UMU-NKORI CM | | | |
| 6 | Nakayita Cathy | St. Luke CM | | | |
| 7 | KIIZA WICTON | Bugungu Heritage | | | |
| 8 | BIWANIKA FRED | MUT. II COMMUNITY MUSEUM | | | |
| 9 | Ramadan mugoswa | UREOT museum | | | |
| 10 | Daphine Naahwera | Igongo Museum | | | |
| 11 | Basemera Alice | Koogere Foundation Museum | | | |
| 12 | Francis Wanyira | M. Elgon Cn. H. Museum | | | |
| 13 | Mulindwa Kurunda Charles | Busoga Cultural Museum | | | |



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ATTENDANCE LIST FOR DATE 16th July 2020.....

| SNO. | NAMES | INSTITUTION and District | CONTACT | EMAIL | SIGN |
|-----------------|--------------------|------------------------------------------|------------|------------|-------------|
| 14 | WANYINA DANIEL | Mt Elgon Cultural Museum Mbale | [REDACTED] | [REDACTED] | [Signature] |
| 15 ² | MUBAIKYE JOEL | mt elgon cultural museum mbale city | [REDACTED] | [REDACTED] | [Signature] |
| 16 ³ | Akugizibwe Moses | Mountains of the Moon University Kibamba | [REDACTED] | [REDACTED] | [Signature] |
| 17 ⁴ | Kaweesa Daniel | Uganda National Commission for UNESCO | [REDACTED] | [REDACTED] | [Signature] |
| 17 ⁵ | KABAALAKASU NATHAN | Kigubi cultural Museum | [REDACTED] | [REDACTED] | [Signature] |
| 18 ⁶ | KABIRUERIC DAVID | KCM Iganga | [REDACTED] | [REDACTED] | [Signature] |
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THE REPUBLIC OF UGANDA

THE CONSTITUTION
OF
THE UGANDA COMMUNITY MUSEUMS
ASSOCIATION
(UCOMA)



THE REPUBLIC OF UGANDA

THE CONSTITUTION OF UGANDA COMMUNITY MUSEUMS ASSOCIATION (UCOMA)

1. NAME OF THE ORGANIZATION:

The Association shall be known as The **UGANDA COMMUNITY MUSEUMS ASSOCIATION** (hereinafter referred to as **UGANDA COMMUNITY MUSEUMS ASSOCIATION**).

2. BACKGROUND:

The representatives and/or owners of community museums in Uganda: **Aware** that cultural artifacts and other cultural items, if protected, can play a role in maintaining our cultural values and foster new development in our lives for our social, economic and cultural advancement;

Mindful of the necessity for concerted effort in educating, sensitizing and enlightening community museum operators on the means and ways of realising such ambitions;

Committed to creating an enabling environment for attainment of improved museums in Uganda for socio-economic and cultural enhancement;

Resolve to form an Association called **UGANDA COMMUNITY MUSEUMS ASSOCIATION (UCOMA)**, while pledging to uphold the constitution of the Association in the interest of all community museums in Uganda declare that the Association is non political and non denominational, but initiated for the common good of all member community museums in Uganda.

3. LOCATION OF OFFICE

The registered office of **UGANDA COMMUNITY MUSEUMS ASSOCIATION** shall be in the Republic of Uganda.

4. MISSION OF THE ASSOCIATION

The mission of the Association is *‘To bring together all member community museums, to enhance their professional and protect their interests, so that communities in Uganda value and promote their culture’.*

5. VISION OF THE ASSOCIATION

The vision of the Association is *'To inspire, nurture and sustain the cultural'*.

6. OBJECTIVES OF UGANDA COMMUNITY MUSEUMS ASSOCIATION

- (a) To **preserve** artifacts and cultures throughout the country through community museums;
- (b) To **expose** to all generations, especially the youth, Uganda's cultural artifacts and traditions;
- (c) To **come together** under one umbrella organization and share experiences, knowledge, skills and resources, both within and outside Uganda;
- (d) To **advocate** for the common interest of the members and for a conducive policy environment for their work;
- (e) To **promote** members' professional growth in managing their individual museums; and
- (f) To **carry out** relevant documentation and research on African/Ugandan artifacts, cultures and their evolution.
- (g) To engage in activities that promotes peace, development and environmental protection in their respective areas.

7. ACTIVITIES OF UGANDA COMMUNITY MUSEUMS ASSOCIATION

The activities of **UGANDA COMMUNITY MUSEUMS ASSOCIATION** include-

- (a) Jointly market museums and help members to engage with the local population;
- (b) Jointly advocate for the interest and activities of museums;
- (c) Develop skills for member museums through training and capacity building among others;
- (d) Develop and undertake joint projects to further the objectives of the Association;
- (e) Link up and liaise with relevant government institutions, financial institutions, local and international agencies;

- (f) Employ any persons (whether member of the Association or non member) deemed necessary for the implementation of the Association's objectives and remunerate them in return of their services;
- (g) Acquire by any lawful means land, buildings or other properties of any description likely to advance or benefit directly the objectives of the Association as may be decided and approved by the General Assembly of the Association;
- (h) Establish, maintain and ensure the highest standards of responsibility, consciousness, fairness and integrity among the Association and the community museums in Uganda;
- (i) Raise funds, including borrowing, to support the Association in such a manner as the Association may deem necessary to implement its projects and activities;
- (j) Invest monies of the Association not immediately required for its purpose in or upon such investments, securities or properties as may be thought fit subject to such condition (if any) and such comments (if any) as may for the time being be imposed if required by law and subject also hereafter provided;
- (k) Enter into partnership with other nations, museums in the world, organizations or any other arrangements for sharing knowledge, profits (if any), interests, cooperation, joint ventures, reciprocal concessions or otherwise necessary for performing the objectives of the Association which the Association is authorized to carry on;
- (l) Render profitable any Association property where the Association would benefit;
- (m) Carry out any other activity (such as joint exhibitions) incidental to or connected with the foregoing purposes or advancement thereof but not for the peculiar profit or financial gain of its membership, directors or officers, except as permitted under Uganda laws and local cultural norms;
- (n) Subscribe to or become a member of any museum association worldwide or any organization with objects wholly similar or partly similar to **UGANDA COMMUNITY MUSEUMS ASSOCIATION's** interests and objectives; and

- (o) For the avoidance of any doubt, **UGANDA COMMUNITY MUSEUMS ASSOCIATION** shall be community based and operate as an association with the mission and objectives as stated above.

8. MEMBERSHIP

- 1.1 Association members shall be determined by the registered member community museums in Uganda and prescribed to the Association (**UCOMA**).
- 1.2 Notwithstanding the generality of the foregoing clause, membership of the Association shall be in categories as follows-
- (a) **Ordinary membership** which shall constitute community museums registered as bona-fide organizations with district authorities in Uganda. This category of membership shall be offered organizations which demonstrate and exhibit tangible interest in the Association who shall apply for membership and pay fees;
 - (b) **Honorary membership** which shall be determined by **UCOMA** from time to time. This shall apply to institutions, departments, and relevant government ministries which shall come to re-enforce the development of the community museums association strategy outside Uganda;
 - (c) **Life membership** which is a category for individual organizations who have distinguished themselves by funding the development of the Association. This shall be determined from time to time by the National Executive Committee; and
 - (d) **Associate membership** which is open to community museums outside Uganda who subscribe to the objectives of the Association.

9. MEMBERSHIP FEES

All member museums shall pay membership fees which shall be determined by the General Assembly from time to time.

The membership fees shall be in three categories-

- (a) Entrance fees for the founder groups;
- (b) Entrance fees for new museums; and
- (c) Annual subscription fees for every member museum in the country in accordance with the provisions of Article 7 of this Constitution.

10. RIGHTS OF MEMBER MUSEUMS

- (a) Every member museum shall have the right to have its name registered and entered in the Association's books and to be issued with a membership certificate;
- (b) Every member museum shall have a right to participate in all activities of the Association;
- (c) Members of the Association shall have a right to apply for any jobs that fall vacant in the Association; and
- (d) All member museums shall have equal voting rights (one member one vote).
- (e) Every museum that subscribes shall be subjected to Quality Assurance Standards and thereafter be issued with a QAS Certificate.

11. RIGHTS OF OTHER MEMBERS

Honorary, associate and other types of members shall have no right to vote but shall have the right to participate in association meetings and activities.

12. ORGANIZATION STRUCTURE

UGANDA COMMUNITY MUSEUMS ASSOCIATION shall have a General Assembly consisting of all members of the Association (hereinafter referred to as the General Assembly of **UCOMA** which shall consist of the following-

- I. Executive Committee;
- II. Stakeholders. and
- III. Staff

13. EXECUTIVE COMMITTEE

1. The executive committee shall be responsible for day to day running of the affairs of UCOMA and shall be the trustees for the properties of the organization. The executive committee shall have powers to make appointments in the organization. Whatever the executive committee will do will be legally binding.
2. The Association shall have an organizing committee (hereinafter referred to as the **UGANDA COMMUNITY MUSEUMS ASSOCIATION** executive committee which shall consist of the following;
 - a. The Chairperson;
 - b. The Secretary General; and
 - c. The Treasurer.

3. The following shall be the functions of each respective committee member:

a. The Chairperson:

- i.** To chair, direct and control meetings of the Association; and
- ii.** Together with the treasurer, shall be the Accounting Officers of the Association by approving and sanctioning all expenditures and/ or payments made by the Association.
- iii.** To call meetings

b. Vice Chairperson

c. The Secretary:

- i.** To record and produce minutes of each and every meeting of the Association;
- ii.** To keep all documentary records of the Association; and
- iii.** To organize meetings and prepare the agenda, interalia.

d. The Treasurer:

- i.** To receive and disburse funds of the Association in accordance with the Association's financial guidelines;
- ii.** To keep proper books of accounts of the Association;
- iii.** To ensure safe custody of the Association's funds and books of accounts;
- iv.** To approve and sanction jointly with the Chairperson all expenditures and or payments made by the Association;
- v.** To produce quarterly income and expenditure statements; and
- vi.** To advise members of the cash at hand at the close of every meeting.

4. STAKEHOLDERS (REPRESENTATIVES OF COMMUNITY MUSEUMS)

- i.** To participate in general elections for the Executive Committee members
- ii.** To participate in the reviewing of relevant documents of the Association
- iii.** To network among themselves

5. STAFF

- i.** There shall be a coordinator
- ii.** There shall be an Accountant
- iii.** There shall be any other staff member appointed as the executive shall feel it deemed.

14. TERM OF OFFICE

Members of the executive committee shall be in office for five (5) years and can shall not serve for more than only serve two (2) consecutive terms of office.

An office bearer's term of office may be terminated if he/she proves unworthy; in such a case another office bearer shall be elected.

An office bearer's term may also be terminated where the office bearer is of unsound mind, in infirmity and in cases of grave misconduct.

15. ELECTIONS

The incumbent executive committee shall be dissolved prior to elections and the power to run the elections shall be vested in the returning officer from member associations.

16. MEETINGS

- I. UGANDA COMMUNITY MUSEUMS ASSOCIATION** shall always convene for an annual general meeting once a year on a day agreed upon by the member museums.
- II. Only members who shall have paid their subscriptions shall have voting powers at the annual general meetings and catered for.**
- III.** The Secretary General shall convene the annual general meeting at an appropriate time every year.

17. QUORUM FOR MEETINGS

The quorum for the annual general meeting shall be at least two thirds of the registered museum membership.

The decision of permanent (Life) members in the General Meeting shall be legally binding to every member of the Association and other stakeholders.

18. SIGNATORIES TO DOCUMENTS

- i. All important documents of the Association shall be signed by the chairman or the secretary and the treasurer.
- ii. In presence of a coordinator, he/she shall sign the documents on behalf of the organization.

19. BANKERS AND SIGNATORIES

The Association shall open accounts in any banks of Uganda on the advice of the Executive Committee, and the chairman shall be the principal

signatory together with either the secretary or treasurer of the Association regarding the Association's funds and transactions.

20. SOURCES OF FUNDING

The finances of **UGANDA COMMUNITY MUSEUMS ASSOCIATION** shall be derived from sources whose terms and conditions do not in any way constrain the objectives of **UGANDA COMMUNITY MUSEUMS ASSOCIATION** as laid out in Article 6 of this Constitution.

UGANDA COMMUNITY MUSEUMS ASSOCIATION pool funds shall be derived from-

- (a) Membership fees;
- (b) Annual membership subscriptions;
- (c) Sale of artifacts and other materials;
- (d) Grants and donations from well wishers;
- (e) Activities and programs (joint exhibitions); and
- (f) Any other sources deemed fit by the Association.

21. BORROWING POWERS

The Association shall have powers to borrow any sum of money for any purposes relating to the objectives of the Association which mandate has (to be) been given by the General Assembly.

The executive committee may enter into any contracts/ agreements which (has to) may be sanctioned by the General Assembly.

22. DISQUALIFICATION FROM THE ASSOCIATION

Membership in the Association shall cease based on the following-

- (a) When the community museum becomes inactive and proves to be non-performing and non-existing;
- (b) Failure of the museum to pay Association annual dues for three (3) consecutive years;
- (c) Failure of the museum to attain the quality standards and or abiding by the rules and objectives of the Association;
- (d) Failure to attend three (3) consecutive annual general meetings of the Association; and
- (e) Upon the museum's resignation or termination of its registration as a member.

23. DISSOLUTION

- a. UCOMA shall not be dissolved unless a resolution is passed by at least 2/3 (two thirds) of the members of the community museums in Uganda at a General Meeting after a comprehensive consultation with the Cross-Cultural Foundation of Uganda (CCFU).
- b. At the time of dissolution if there any debt incurred by the Association in rightful ways, it will be the responsibility of the member museums in general. If there is any cash it will be used to settle the debt. The remaining cash is any will be dealt with accordingly.
- c. The assets acquired by the Association will be transferred to another organization with similar objectives that is if there is no member museum or museums ready to carry on.

24. FISCAL YEAR OF THE ASSOCIATION

The fiscal year of the Association shall always begin on the 1st January and end on the 31st December of every year. (Shall run from July 1st and end on June 31st)

25. PATRON OF THE ASSOCIATION

The Association patron shall be any relevant minister (Reputable cultural lover) in the Republic of Uganda.

26. CONFLICT RESOLUTION

The General Assembly shall select a disciplinary committee that shall develop mechanisms to resolve any conflicts that may arise in the Association.

27. Charity Shares.

UCOMA shall be organizing exhibition may be (and) some money may be charged to the visitors, tourists and others. The proceeds will be distributed to the community museum to carry out charity work and improvements in their respective museums, that is, after all other expenses have been settled.

28. MISCELLANEOUS

(a) Ethical Standards

All members participating in the operation of **UGANDA COMMUNITY MUSEUMS ASSOCIATION** shall conduct themselves in accordance with this Constitution. In addition to the a foregoing every member shall be expected to;

- i. Adhere to Quality Assurance Standards that shall be developed by UCOMA to guide the running and operations of community museums in Uganda.
- ii. Have a Quality Standards Certificates, issued by UCOMA.
- iii. To show utmost co-operation and good faith to others in all matters especially those relating to **UGANDA COMMUNITY MUSEUMS ASSOCIATION**;
- iv. To display satisfactory conduct and a deep and continuing commitment to all activities of **UGANDA COMMUNITY MUSEUMS ASSOCIATION**; and
- v. Not to conduct him or herself prejudicial to the interests of **UGANDA COMMUNITY MUSEUMS ASSOCIATION**.

(b) Amendments

Any member of **UGANDA COMMUNITY MUSEUMS ASSOCIATION** can propose an amendment to this Constitution and such proposal shall be supported by half the total membership of **UGANDA COMMUNITY MUSEUMS ASSOCIATION** for it to pass as an amendment.

(c) Interpretation

Where any dispute arises with regard to the interpretation of any matter in this Constitution, the **UGANDA COMMUNITY MUSEUMS ASSOCIATION** executive committee shall have the power to resolve that dispute.

(d). Association workers

- i. The Executive shall have power to recruit workers for the association as it may be deemed necessary
- ii. The Executive shall prescribe the terms and conditions of these workers
- iii. The Executive may contract an individual, for a specified time, to undertake a specific activity.

29. DECLARATION

We the several persons whose names, postal addresses and occupations are subscribed hereto **IN WITNESS WHEREOF** this Constitution has been executed by the members of **UGANDA COMMUNITY MUSEUMS ASSOCIATION** this Day of....., **2013**

UGANDA COMMUNITY MUSEUMS ASSOCIATION CONSTITUION

| No | Name | Address | Designation | Signature |
|----|------|---------|-------------|-----------|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |
| 6 | | | | |

Witnessed by;

Full name.....

Occupation/Designation.....

Address.....

Signature.....

Serial No: 1082651



THE REPUBLIC OF UGANDA

THE NON-GOVERNMENTAL ORGANIZATIONS REGISTRATION ACT, CAP.113

Registration Number 8675

PERMIT TO OPERATE AS A NON-GOVERNMENTAL ORGANISATION

I HEREBY CERTIFY that
THE UGANDA COMMUNITY MUSEUMS ASSOCIATION (UCOMA)

S. 5914/9150

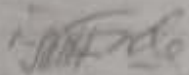
P O BOX 33507

KAMPALA

A Local NGO has this 15th day
of February 2013been issued with a permit to operate under the Non-Governmental Organisation
Registration Act.

This permit is subject to the following conditions/directions:-

- The organisation shall carry out its activities in the fields of preserving culture, sharing experiences, knowledge, skills resources, advocate for a conducive policy environment.
- The organisation will operate in Kampala district.
- The staffing of the organisation must conform to Regulation 14 of the NGO Registration Regulations of 2009.
- This Permit is renewed for a period of 36 months from 19/07/13.


Mr. Oshinde Dwor Jimmy Okongo

Board Member


Amb. Gabriel William Kungwagye

Chairperson, National Board for


Josephine Wasike Gya (Mrs)

Board Member