

**IKRAM BURIAL SERVICE
(AMENDED CONSTITUTION)**

30.09.2018

The definition

AI-IKRAM BURIAL SERVICE provides a burial service to members who fulfil the membership conditions.

On Article (1) Name & Address of the organisation

- Name of the organisation: Al-Ikram Burial Service
- : Registered Address : Unit 3, 15A Whitmore Road, Birmingham B10 ONR

Article (2) The Aim & Objectives of the organisation:

- **AI-IKRAM BURIAL SERVICE** provides burial service for the eligible family member of the deceased person who resides in Birmingham and Suburbs.
- To provide a prompt funeral service to members and arrange condolences (A'aza) after burial.

Article (3) Power of the Organisation

- The power of the organisation is limited on burial services and all related arrangement. Under no circumstance the organisation allows any activities oppose our Islamic value.

Article (4) Membership,

Who can become a member of AI-IKRAM BURIAL SERVICES?

- 1 Full Membership is open to Eritreans
- 2 Associate membership is open to non-Eritreans who accept and adhere by the organisation's constitution.
- 3 A family consisting of father, mother and their children who are living in same the address and have the same income.
- 4 A family consisting father and mother without children.
- 5 Single person over the age of 18 years.

Membership Fee

- 1 An annual membership fee for family is **£50.00**.
- 2 An annual membership fee for single person is **£25.00**.
- 3 The annual membership is non-refundable even if the member withdraws.

Membership Withdrawal

- 1 Anyone who chooses to leave **AI-IKRAM BURIAL SERVICE** voluntarily.
- 2 If the member failed to fulfil his/her membership conditions.

Article (5): The Structure of AI-Ikram Burial Services.

- The organisation administered by a management committee who have been elected at the Conference.
- The management committee consists:-1) Chairman 2) Secretary 3) Treasurer 4) and Two reserve

Article (6): The Task of Management Committee (MC)

1. The Management Committee may receive and retain reasonable remuneration paid to them in respect of their employment.
2. The Management Committee is responsible for the day-today running and administration of the organisation;
3. The Management Committee shall be accountable to the members at all times.
4. All meetings must be minuted and available to any interested party.
5. Note: All committee members shall be given at least seven (7) days' notice of a meeting unless it is deemed an emergency meeting.
6. Management Committee conducts monthly meeting to monitor its performance.
7. The quorum for Management Committee meeting should be by 2/3 of the members.
8. Voting cast should be by raising hand, in case of equal vote, the chairman side shall prevail.

Article (7) Finance

The sources of the fund of **AI-IKRAM BURIAL SERVICE** shall be:-

1. From the membership fee of which decided at the AGM.
2. Un-conditional grants and donations.

Any money obtained by the organisation shall be used;-

1. The funds or the money of **the organisation** can only be used for burial services.
2. Bank account should be opened on the name of **organisation**.
3. All cheques must be signed at least two of three signatories.
4. The Management Committee should perform within the budget.
5. The organisation provides a burial service to members who fulfil the membership condition.
6. The organisation also provides a burial service to Eritreans who come to visit their relatives from outside UK.
7. It also provides a burial service to Eritreans who do not have a permission to stay in the UK and do not have any income.

Article (8) Obligations of the family of the deceased person:

1. Death certificate of the deceased,
2. His/her passport and
3. Prove of address.
4. If these documents are not provided **the organisation** will not provide any financial support.
5. In case of any member passes away and the account of **the organisation** is empty; the Management Committee need to collect money from members and the community to cover these expenses.
8. If the family of the deceased gets benefit, they must claim the bereavement benefit from the local authority and pay back to **the organisation** to cover the expenses of the burial of the deceased.

Article (9) General Public Meetings

1. The Management Committee shall call at least two general public meetings each year, the purpose of these meetings is for the group to account for its actions and consider the regeneration and development of according to the organisation's objectives.
2. The Chair of MC shall normally calls and chair these meetings.
3. At least fourteen (14) days' notice of such a meeting shall be given and advertised in all public places.
4. Munities must be taken for all meetings and should be available to any interested party.
5. The quorum for a General Meeting shall be with the attendee.

Article (10) Annual General Meeting (Conference)

1. The organisation shall hold a conference every two years.
2. Where possible members shall be notified personally, otherwise notice will be deemed served by advertising the meetings in all public places giving at least 14 days' notice of the AGM.
3. The AGM shall include:
 - A. The MC provide two years activities and financial report of the organisation.
 - B. Electing a new Management Committee and considering any other matter as may be appropriate at such a meeting.
 - C. The quorum for Annual General Meeting shall be at least 51% of the members whom fulfil their membership.

Article (11) Extra-ordinary meeting

Extraordinary general meeting may be called:

- I. Up on the agreement of at least 2/3 of the MC.
- II. Up on the petition in writing to the MC by not less than 25% of subscribed members. A date must be set for the EGM within 14 Days of such a request. It will also be required that once a date is set members must be notified in writing 2 weeks in advance of the EGM and given notice of all business to be dealt with.

Article (12) Alteration of the Constitution

- Alteration of constitution should be passed by 2/3 of attendee.

Article (13) Dissolution

The group may be wound up at any time if agreed by 2/3 of those members present and voting at any general meeting. Any assets shall be returned to their providers, if they require it, or shall be passed to another group with similar aims.

General Provisions

1. In case of misinterpretation the context of any clause in the articles, the Arabic version of the constitution should be referred to.
2. Prior to a registration, a member should read the constitution carefully.
3. This constitution was amended by the members present at the 1st conference held on: 30/09/2018 and will be effective from the same day.

AL-IKRAM BURIAL SERVICE
BIRMINGHAM, WESTMIDLANDS