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THE REPUBLIC OF UGANDA

THE CONSTITUTION

OF

FUMWA

Drafted and adopted by the founding members

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CONSTITUTION OF FUMWA (FEDERATION OF UGANDA MIGRANT WORKERS' ASSOCIATIONS)

Preamble

We, the members of the Federation of all Uganda Migrant Workers' Associations (FUMWA), recognizing the need to unite and advocate for the rights and welfare of Ugandan migrant workers, hereby establish this constitution to guide our operations, promote our objectives, and ensure the protection of our members.

Article 1: Name

The name of the entity shall be **FUMWA**, herein referred to as the Federation of Uganda Migrant Workers' Associations.

Vision

To be the leading advocate for the rights and welfare of Ugandan migrant workers, ensuring their dignity, safety and empowerment through a supportive and just environment.

Mission

To uphold the fiduciary duty towards Ugandan migrant workers by providing comprehensive support services, advocating for their rights and fostering sustainable livelihoods. We aim to create a community where migrant workers are respected, their contributions recognized, and their voices amplified through a one stop governed center, ensuring they receive fair treatment and opportunities for growth.

Article 2: Objectives

The objectives of FUMWA shall include:

1. To give onsite Support in access to welfare services, emergency return and reintegration assistance of Uganda migrant workers abroad.
2. To provide distress support services, including legal aid, insurance services access and ongoing guidance and counseling.
3. To promote ethical recruitment practices through sensitization about safe labour migration, sendoff tie ups and orientation of members prior to exit of the country preventing human trafficking.
4. To raise awareness about Migration governance and the risks of irregular migration.
5. To collect and disseminating labor market information relevant to migrant workers.
6. To work with government and civil society organizations to align activities with national policies.

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7. To represent Ugandan migrant workers abroad as the federation of all Ugandan Migrant Workers' Associations FUMWA for Collective bargaining of their welfare and rights
8. To conduct research and advocacy to influence labor migration policies.
9. To Foster community and patriotism among Ugandan migrant workers as ambassadors of good will with a national Character.
10. To ensure transparency and accountability in all federation activities.

Article 3: Membership

- Membership shall be open to all Ugandan migrant workers and associations supporting their welfare.
- Members must adhere to the objectives and regulations of FUMWA.
- Membership categories shall include individual members, community groups, and registered associations.

Article 4: Governance Structure

4.1 Governing board/Executive Committee.

The leadership structure of the **Federation of Uganda Migrant Workers Associations (FUMWA)** is designed to effectively represent and advocate for the interests of all Ugandan migrant workers including returnees and those onsite. Below is a detailed overview of its organizational framework:

Composition:

This board includes both leaders from the political wing and directors.

LEADERSHIP STRUCTURE

Governing Board (Executive chaired by one of the directors)

- Directors
- Secretary board/ administrative secretary.
- President
- Vice president
- General Secretary
- Secretary for migrant workers
- Treasurer/ finance secretary

Elective/ Political Wing

Elected leadership: this segment is comprised of individuals elected by members to represent their interests and drive advocacy efforts.

- President
- Vice president
- General Secretary
- Treasurer/ finance secretary

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- Public relations officer (PRO)
- Association Representatives (one from each member association)

❖ The president and vice president should not come from the same association since they all carry elective positions.
❖ The political Committee shall be responsible for the day-to-day operations of FUMWA and shall serve a term of two years with a term limit of two times.
❖ The governing board, political Committee and two officials from migrant workers civil society organizations shall meet quarterly to discuss and implement federation activities.

- **Secretariat/Technical Wing**
- Country secretary for migrant workers (appointed by the board to head the technical wing of the secretariat and serve as a deputy to the general secretary.)
- Committee Heads.
- Chief coordinator and his deputy, to coordinate coordinators and migrant workers overseas and make sure there is transparency.
- **General Assembly**

❖ General Assembly/ AGM Membership
✓ The General Assembly shall be the supreme political decision-making body of FUMWA, comprising of all members with voting rights.
✓ It shall meet annually to review activities, approve budgets, and elect their leaders in all elective positions.

Article 5: Roles and Responsibilities

5.1 Roles of the Governing Board:

The Governing Board is responsible for strategic decision-making, governance, and oversight of the federation's activities.

The roles of directors on the Governing Board are crucial for effective governance and advocacy for migrant workers.

5.2 Roles of Directors in FUMWA

Strategic Oversight: Directors should participate actively in setting the strategic direction of FUMWA, ensuring that the federation's goals align with the needs and rights of migrant workers. They will monitor the implementation of strategic initiatives and assess progress towards achieving these objectives.

Policy Development and Advocacy: Directors are responsible for developing policies that promote the rights and welfare of migrant workers. They should engage in advocacy efforts, lobbying governmental and non-governmental organizations to influence policies that affect migrant workers.

Financial Oversight: Directors should ensure the federation's financial health by reviewing budgets, financial statements, and funding proposals. They will oversee financial planning and ensure compliance with financial regulations and best practices.

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Committee Guidance: Each director could guide committees (e.g., legal, welfare, and outreach) that focus on particular areas of concern for migrant workers. They will guide these committees in their initiatives and ensure alignment with FUMWA's mission.

Stakeholder Engagement:

Directors together with the president should actively engage with various stakeholders, including migrant worker communities, partner organizations, and government agencies. They will represent the federation in public forums and build relationships that enhance FUMWA's visibility and impact.

Monitoring and Evaluation:

Directors are responsible for establishing metrics to evaluate the effectiveness of FUMWA's programs and initiatives. They should ensure that the federation is accountable to its members and that feedback mechanisms are in place to address concerns.

Legal and Ethical Compliance:

Directors must ensure that FUMWA operates within the legal framework and adheres to ethical standards. They should be vigilant about conflicts of interest and uphold the integrity of the federation's operations.

By fulfilling these roles, directors will play a vital part in ensuring that FUMWA effectively advocates for the rights and well-being of migrant workers, fostering a strong and united voice for this community.

Roles and Responsibilities of FUMWA Executive Officers

5.3 Functions of the FUMWA President

1. Serving as the Face of the Federation: The President is the public representative of FUMWA, responsible for promoting the federation's mission and amplifying the voices of migrant workers in various forums.
2. Presiding over the General Assembly: The President leads the General Assembly, facilitating discussions and ensuring that the voices of all member associations and individual migrant workers are heard. This role is crucial for fostering engagement and participation among members.
3. Reporting to the Governing Board: The President reports back to the Governing Board on the outcomes and concerns raised during the General Assembly meetings, ensuring effective communication between the two bodies.
4. Fostering Stakeholder Relationships: The President builds and maintains relationships with key stakeholders, including government agencies, non-governmental organizations, and migrant worker communities, to advance FUMWA's advocacy efforts.
5. Promoting Unity and Respect: The President works to foster unity among member associations and individual migrant workers, promoting respect for diversity and inclusion within the federation.

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6. Upholding the Constitution and Mission: The President is responsible for ensuring that FUMWA operates in accordance with its constitution and remains true to its mission of protecting and empowering migrant workers.

7. Providing Leadership and Oversight: The President offers guidance and direction to the Secretariat, Political Wing, and various committees, ensuring that their initiatives align with the federation's strategic objectives.

5.4 Responsibilities of the FUMWA Vice President

1. Presiding over General Assembly Meetings: In the absence of the President, the Vice President presides over the General Assembly meetings, ensuring that discussions continue smoothly and the voices of all members are heard.

2. Assisting the President: The Vice President works closely with the President, providing support and assistance in carrying out their duties. This includes helping with tasks, addressing challenges, and ensuring the President can effectively lead the federation.

3. Serving on the Governing Board: As a member of the Governing Board, the Vice President participates in strategic decision-making, policy implementation, and good governance procedures.

4. Familiarizing with the President's Duties: To be prepared to step into the President's role if needed, the Vice President should become thoroughly acquainted with the President's responsibilities and duties.

5. Serving as a Sounding Board: The Vice President acts as a trusted advisor to the President, providing a safe space to discuss ideas, explore challenges, and make informed decisions.

6. Assisting Other Officers: Beyond supporting the President, the Vice President also provides assistance to other executive officers and committee heads as needed, fostering a collaborative working environment.

7. Representing the Federation: When required, the Vice President may represent FUMWA in various forums, serving as an ambassador for the federation's mission and advocating for the rights of migrant workers.

Roles of FUMWA Executive Officers

5.5 General Secretary

The General Secretary of the Federation of Ugandan Migrant Workers Associations (FUMWA) is responsible for the overall administrative and operational management of the federation. Key responsibilities include:

1. Administrative Oversight: Ensures the smooth functioning of the Secretariat, managing day-to-day operations and coordinating activities across various committees.

2. Meeting Coordination: Prepares agendas, takes minutes, and ensures that all meetings of the Executive Committee and General Assembly are effectively organized and documented.

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3. Communication Management: Maintains effective communication between FUMWA and its members, stakeholders, and external organizations, ensuring that information is disseminated appropriately.

4. Reporting: Provides regular reports to the Governing Board on the activities and progress of the federation, ensuring transparency and accountability.

5. Support for Members: Assists individual members and groups with issues related to their rights and welfare, advocating on their behalf when necessary.

5.6 Secretary to the Board/ administrative secretary.

1. Preparing and submitting annual returns to the relevant government agencies, such as the Uganda Registration Services Bureau (URSB), detailing the federation's activities, financial statements, and any changes in leadership or governance structure.
2. Ensuring compliance with all legal and regulatory requirements for non-profit organizations in Uganda, including filing tax returns and any necessary reports to the Uganda Revenue Authority (URA) or other relevant bodies.
3. Maintaining records of all returns filed and ensuring they are accurate and submitted within the required timelines to avoid penalties or legal issues for the federation.
4. Advising the Board on any changes in laws or regulations that may impact the filing requirements for FUMWA and proposing necessary adjustments to the federation's practices.
5. Serving as the primary point of contact with government agencies regarding the federation's legal and compliance matters related to filing returns.
6. By taking on these responsibilities, the Secretary to the Board will help ensure the smooth and compliant operation of FUMWA, safeguarding the federation's legal standing and reputation.
7. This role is crucial in maintaining the organization's good standing and enabling it to continue its important work of advocating for migrant workers' rights in Uganda.

5.7 Treasurer

The Treasurer is responsible for managing the financial resources of FUMWA. Key responsibilities include:

1. Financial Management: Oversees the budgeting process, ensuring that financial resources are allocated effectively to support the federation's activities.

2. Record Keeping: Maintains accurate financial records, tracking income, expenses, and transactions to ensure transparency and accountability.

3. Financial Reporting: Prepares regular financial reports for the Governing Board, providing insights into the federation's financial health and sustainability.

4. Compliance: Ensures that all financial practices comply with relevant laws and regulations, safeguarding the federation's assets.

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5.8 Public Relations Officer (PRO)

The Public Relations Officer (PRO) plays a vital role in managing the federation's public image and communication strategies. Key responsibilities include:

1. Media Relations: Develops and maintains relationships with media outlets, ensuring that FUMWA's initiatives and messages are effectively communicated to the public.
2. Communication Strategy: Designs and implements communication strategies to promote FUMWA's mission, activities, and advocacy efforts.
3. Public Awareness Campaigns: Organizes campaigns and events to raise awareness about the rights and welfare of migrant workers, engaging both the public and stakeholders.
4. Social Media Management: Manages FUMWA's social media presence, creating content that informs and engages the community.
5. Works hand in hand with the IT personnel.

5.9 Country Secretary for Migrant Workers

The Country Secretary for Migrant Workers is appointed by the Board to head the technical wing of the Secretariat and serve as a deputy to the General Secretary. Key responsibilities include:

1. Technical Oversight: Manages the technical operations of FUMWA, ensuring that programs and initiatives are implemented effectively and align with the federation's goals.
2. Support for General Secretary: Assists the General Secretary in administrative tasks and takes on their responsibilities in their absence.
3. Program Development: Works on developing and implementing programs aimed at supporting and advocating for migrant workers.
4. Stakeholder Coordination: Coordinates with various stakeholders, including government agencies and NGOs, to promote the interests of migrant workers.
5. Data management of all members of the federation.

5.10 Human Resource Manager (head of all employees of the federation as shall be deemed fit by the governing board)

Roles of the Human Resource Manager at FUMWA

- Recruitment and Hiring: The HR Manager is responsible for identifying workforce needs, sourcing candidates, conducting interviews, and selecting individuals who are best suited for various roles within the federation. Priority of employment should be given to returnee migrant workers with competence and experience.
- Training and Development: The HR Manager develops and implements training programs to enhance the skills and capabilities of staff. This includes onboarding new employees and providing ongoing professional development opportunities.

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- Performance Management: The HR Manager oversees performance evaluation processes, ensuring that employees receive constructive feedback and support to improve their performance and achieve their professional goals.
- Employee Relations: The HR Manager acts as a mediator in employee relations issues, addressing grievances, and fostering a positive work environment that promotes collaboration and respect among staff members.
- Compensation and Benefits Administration: The HR Manager manages payroll, benefits, and compensation structures, ensuring that they are competitive and compliant with relevant laws and regulations.
- Policy Development and Compliance: The HR Manager develops, implements, and enforces HR policies and procedures that comply with labor laws and regulations, ensuring that the federation operates within legal frameworks.
- Workplace Safety and Wellness: The HR Manager is responsible for promoting workplace safety and employee wellness programs, ensuring that staff have a safe and healthy work environment.
- Strategic Planning: The HR Manager collaborates with the leadership team to align HR strategies with the federation's goals, contributing to long-term planning and organizational development.
- Diversity and Inclusion Initiatives: The HR Manager promotes diversity and inclusion within the workforce, ensuring that all employees feel valued and respected, regardless of their background.
- Data Management and Reporting: The HR Manager maintains accurate employee records and generates reports on workforce metrics, providing insights to the leadership team for informed decision-making.

Article 6: Elections

6.1 Establishing the Interim Leadership

1. Appointment of Interim Leaders: The initial leadership team shall be appointed by the founding members or a designated authority within FUMWA on merit. This team may include a President, Vice President, General Secretary, Treasurer, and other key positions as needed.

2. Defining Roles and Responsibilities: the founding members will clearly outline the roles and responsibilities of each interim leader to ensure effective governance and management of the federation during the transitional period.

3. Duration of Interim Leadership: The interim leadership will serve for a period of two years, during which they shall focus on establishing the federation's operational framework and preparing for the general elections.

6.2 Formation of the Electoral Commission

1. Establishment of the Electoral Commission: An Electoral Commission will be formed to oversee the electoral process. This commission should be independent and composed of members with expertise in electoral management, law, and governance.

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2. Appointment of the Chairperson: The Chairperson of the Electoral Commission will be appointed by the interim leadership or through a consensus among founding members. This individual should have a strong background in electoral processes and governance.

3. Commission Composition: The Electoral Commission should consist of several members, including representatives from various migrant worker associations, legal experts, and community leaders to ensure diverse perspectives.

6.3 Conducting the General Election

1. Voter Registration: The Electoral Commission will establish a voter registration process for all eligible members of FUMWA, ensuring that all migrant workers and their representatives can participate in the election.

2. Election Guidelines: Develop comprehensive guidelines for the election process, including eligibility criteria for candidates, campaigning rules, and voting procedures.

3. Public Awareness Campaign: The Electoral Commission will conduct a public awareness campaign to inform members about the election process, the importance of participation, and the roles of elected officials.

4. Election Day: The Electoral Commission will designate a specific date for the general election, ensuring that all logistical arrangements (polling stations, voting materials, etc.) are in place.

5. Voting Process: Implement a transparent and fair voting process, allowing members to cast their votes securely. This may include physical polling stations or online voting options, depending on the federation's resources.

6.4 Pronouncement of Leadership

1. Counting and Verification: After the voting concludes, the Electoral Commission will oversee the counting of votes and verification of results to ensure accuracy and transparency.

2. Announcement of Results: The results of the election will be publicly announced by the Chairperson of the Electoral Commission, detailing the elected officials and their respective positions.

3. Swearing-In Ceremony: A formal swearing-in ceremony will be organized for the newly elected leaders, where they will take an oath of office, committing to uphold the values and mission of FUMWA.

4. Transition to Elected Leadership: The interim leadership will officially hand over responsibilities to the newly elected leaders, ensuring a smooth transition and continuity of operations within the federation.

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By following this structured approach, FUMWA can establish a legitimate and effective leadership through a democratic electoral process, empowering migrant workers and enhancing their advocacy efforts in Uganda.

Article 7: Financial Management

FUMWA shall be funded through membership fees, donations, grants, welfare fund, fundraising activities and others.

The Treasurer shall maintain accurate financial records and prepare annual financial statements for review by the General Assembly.

Article 8: Meetings

Regular Meetings:

The Executive Committee/ board shall convene regular meetings at least once every quarter to discuss ongoing activities and strategic plans.

Extraordinary Meetings:

Extraordinary meetings may be called by the President or chairman board upon the request of at least one-third of the Executive Committee/ board members. Or when deemed fit by the executive leaders

Quorum:

A quorum for the General Assembly shall consist of at least two-thirds of the members present, while a quorum for Executive Committee/ board meetings shall be a simple majority of the members.

Article 9: Committees

Establishment of Committees:

The Executive Committee/ board may establish committees as necessary to address specific issues or projects related to the federation's objectives.

Committee Composition:

Each committee shall consist of members appointed by the Executive Committee/ board and shall report back on its activities during General Assembly meetings.

as below;

1. Advocacy and Policy Committee

Purpose: To advocate for the rights and welfare of Ugandan migrant workers and influence policy changes at both national and international levels.

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Responsibilities:

- Monitor and analyze labor migration policies.
- Engage with government bodies and international organizations to promote favorable policies.
- Prepare position papers and advocacy materials.

2. Legal and Compliance Committee

Purpose: To ensure that the rights of migrant workers are protected and that the federation complies with relevant laws and regulations.

Responsibilities:

- Provide legal assistance and advice to members.
- Monitor compliance with labor laws and international conventions.
- Address legal issues related to recruitment practices and worker rights.

3. Welfare and Support Services Committee

Purpose: To develop and implement programs that support the welfare of Ugandan migrant workers.

Responsibilities:

- Organize pre-departure orientation and briefing sessions.
- Provide counseling and support services for workers facing challenges abroad.
- Manage member call centers/ resource centers.
- Facilitate reintegration programs for returning workers.
- Burial arrangements and benefits access support.

4. Monitoring and Evaluation Committee

Purpose: To assess the effectiveness of the federation's programs and initiatives.

Responsibilities:

- Develop monitoring and evaluation frameworks.
- Collect and analyze data on the impact of programs.

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- Prepare reports and recommendations for improvement.

5. Finance and Resource Mobilization Committee

Purpose: To oversee the financial management of the federation and explore funding opportunities.

Responsibilities:

- Prepare budgets and financial reports.
- Identify and apply for grants and funding from local and international organizations.
- Organize fundraising activities.

6. Membership and Outreach Committee

Purpose: To enhance membership engagement and outreach efforts.

Responsibilities:

- Develop strategies to register new members and retain existing ones.
- Organize community outreach programs to raise awareness about migrant workers' rights.
- Facilitate communication between the federation and its members.

7. Research and Development Committee

Purpose: To conduct research on labor migration trends and issues affecting Ugandan migrant workers.

Responsibilities:

- Identify key research areas and conduct studies.
- Collaborate with academic institutions and research organizations.
- Disseminate research findings to inform policy and practice.

8. Health and Safety Committee

Purpose: To promote the health and safety of Ugandan migrant workers abroad.

Responsibilities:

- Develop health and safety guidelines for workers.

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- Provide information on accessing healthcare services in host countries.
- Advocate for the rights to safe working conditions.

9. Crisis Response Committee

Purpose: To respond to emergencies and crises affecting Ugandan migrant workers.

Responsibilities:

- Develop contingency plans for various crisis scenarios (e.g., onsite assistance, emergency repatriations, return and reintegration, natural disasters, political unrest).
- Coordinate with relevant authorities and organizations during crises.
- Provide support and assistance to affected workers.

10. Communication and Public Relations Committee

Purpose: To manage the federation's communication strategies and public image.

Responsibilities:

- Develop communication plans and materials.
- Manage social media and online presence.
- Coordinate media relations and public outreach efforts.

11. Disciplinary Committee

Roles of the Head of the Disciplinary Committee (migrant attorney)

1. **Leadership and Direction**: The Head of the Disciplinary Committee provides leadership and direction to the committee's activities, ensuring that disciplinary processes are conducted fairly and efficiently. Works hand in hand with the legal department.
2. **Overseeing Proceedings**: Responsible for overseeing disciplinary hearings and ensuring that they are conducted according to established protocols and procedures.
3. **Facilitating Discussions**: Leads discussions during committee meetings, ensuring that all members have the opportunity to contribute and that diverse perspectives are considered.

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4. **Maintaining Order**: Ensures that meetings and hearings are conducted in an orderly manner, respecting all participants and maintaining a professional atmosphere.

5. **Decision-Making**: Guides the committee in reaching consensus on disciplinary decisions and actions, ensuring that outcomes are just and appropriate based on the evidence presented.

6. **Communication**: Acts as the primary point of contact for communication regarding disciplinary matters, liaising with relevant stakeholders, including members of FUMWA, the Governing Board, and other committees.

7. **Documentation and Record Keeping**: Ensures that accurate records of disciplinary cases, investigations, and outcomes are maintained, facilitating transparency and accountability.

8. **Reporting**: Provides regular reports to the Governing Board on the activities and decisions of the Disciplinary Committee, highlighting any trends or issues that may require attention.

9. **Policy Development**: Contributes to the development and review of disciplinary policies and procedures to ensure they align with best practices and the federation's mission.

10. **Training and Guidance**: May provide training and guidance to committee members on disciplinary processes, ensuring that all members are equipped to fulfill their roles effectively.

Each committee is headed by a designated leader who reports to the Governing Board and ensures that initiatives align with the federation's mission. This structure allows FUMWA to effectively advocate for migrant workers' rights while ensuring that both the political and operational aspects of the organization are well-coordinated and responsive to the needs of its members.

These committees shall enhance the effectiveness of FUMWA by addressing specific areas of concern for Ugandan migrant workers and ensuring that their needs are met through targeted initiatives and advocacy efforts.

Article 10: Code of Conduct

10.1 Ethical Standards:

All members and leaders of FUMWA shall adhere to a code of conduct that promotes integrity, transparency, and respect among members.

This Code of Conduct outlines the expected behavior and responsibilities of Ugandan migrant workers abroad. It aims to promote discipline, respect, and

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Cooperation among workers, ensuring their rights and welfare are upheld while fostering a positive image of Ugandan workers in foreign countries. Adherence to this Code is essential for maintaining the integrity and reputation of Ugandan migrant workers.

10.2 General Principles

1. **Respect and Dignity**

   - All migrant workers shall treat each other, employers, and local communities with respect and dignity. This includes being courteous, listening actively, and valuing diverse perspectives.
   - Workers should avoid using derogatory language or engaging in behavior that could be perceived as disrespectful or offensive.

2. **Compliance with Laws**

   - Workers must be aware of and comply with the laws and regulations of the host country, including labor laws, immigration policies, and cultural norms.
   - Ignorance of the law is not an excuse; workers should seek guidance from the Federation, association leaders, communication leaders or local authorities if unsure about legal obligations.
   - Any member of a given association / community found in breach of this code of conduct shall be required to appear to the committee with the leaders of his association / community or in person if he/ she does not belong.

3. **Integrity and Honesty**

   - Workers are expected to act with integrity and honesty in all dealings, including interactions with employers, colleagues, and authorities.
   - Any form of deception, such as falsifying documents or misrepresenting qualifications, is strictly prohibited and may result in disciplinary action.

10.3 Expected Conduct

1. **Professional Behavior**

   - Workers must maintain professionalism in their conduct, which includes being punctual, adhering to work schedules, and dressing appropriately for the workplace.
   - Communication should be respectful and constructive, promoting a collaborative work environment.

2. **Conflict Resolution**

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- Workers should seek to resolve conflicts amicably and through appropriate channels, such as discussing issues directly with the involved parties or seeking mediation from the Federation.

- Aggressive behavior, threats, or violence will not be tolerated and may lead to immediate disciplinary action.

3. **Substance Abuse**

- The use of illegal drugs and excessive alcohol consumption is strictly prohibited. Workers must refrain from any behavior that could endanger themselves or others, including coming to work under the influence of substances and could even damage our country reputation and image.

- Workers should be aware of the potential consequences of substance abuse, including legal repercussions and harm to their employment status.

4. **Harassment and Discrimination**

- Any form of harassment, discrimination, or abusive behavior towards colleagues or community members is unacceptable. This includes verbal, physical, or sexual harassment.

- Workers are encouraged to report any incidents of harassment or discrimination to the Federation for appropriate action.

10.4 Disciplinary Procedures

1. **Reporting Indiscipline**

- Any instances of indiscipline, such as violations of this Code, should be reported to the designated representative of the Federation immediately.

- Reports can be made anonymously if the worker feels unsafe or uncomfortable revealing their identity.

2. **Investigation**

- Upon receiving a report, the Federation shall conduct a fair and thorough investigation into the allegations, ensuring that all parties involved have an opportunity to present their side of the story.

- Investigations should be completed in a timely manner to ensure fairness and transparency.

3. **Disciplinary Hearing**

- A disciplinary hearing shall be convened to give the worker an opportunity to present their case. The worker may be accompanied by a representative from the Federation or a colleague for support.

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- The hearing shall be conducted in a respectful and neutral manner, with all evidence considered before making a decision.

4. **Sanctions**

- Possible sanctions for violations of the Code may include:
- **Verbal Warning**: A formal warning documented in the worker's file, indicating that further violations may lead to more severe consequences.
- **Written Reprimand**: A written notice outlining the violation and expectations for future conduct.
- **Suspension**: Temporary removal from work duties, with or without pay, depending on the severity of the violation.
- **Termination of Membership or Employment**: For serious violations, such as theft, violence, or repeated misconduct, termination may be necessary.

5. **Appeal Process**

- Workers have the right to appeal any disciplinary decision made against them. Appeals must be submitted in writing to the Federation within a specified timeframe (e.g., 14 days) after the disciplinary decision is communicated.
- The appeal will be reviewed by a different committee or panel that shall be appointed by the board to ensure impartiality.

10.5 Accountability

1. **Personal Responsibility**

- Each worker is responsible for their actions and must understand the consequences of their behavior. Workers should reflect on their conduct and seek to improve where necessary.
- Workers are encouraged to take ownership of their mistakes and learn from them.

2. **Reporting Obligations**

- Workers are encouraged to report any breaches of this Code by others, ensuring that the Federation maintains a culture of accountability.
- Whistleblower protections should be in place to safeguard those who report violations in good faith.

10.6 Review and Amendments

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- This Code of Conduct shall be reviewed periodically (e.g., every two years) to ensure its relevance and effectiveness. The review process should involve input from members to address their concerns and suggestions.

- Amendments may be proposed by any member and must be approved by a majority vote of the General Assembly, ensuring that all voices are heard in the decision-making process.

This detailed Code of Conduct provides clear guidelines for expected behavior among Ugandan migrant workers abroad, along with a structured approach to handling disciplinary issues. It emphasizes respect, accountability, and the importance.

Article 11: Communication

11.1 Internal Communication:

FUMWA shall establish effective communication channels among members, including newsletters, social media, and meetings to keep members informed of activities and developments.

11.2 External Communication:

The Public Relations Officer shall manage all external communications and represent FUMWA in interactions with stakeholders, media, and the public.

Article 12: Capacity Building

Training Programs:

FUMWA shall organize training and capacity-building programs for members to enhance their skills and knowledge regarding their rights and opportunities as migrant workers.

Resource Development:

The federation shall develop and distribute resources, such as handbooks and guides, to educate members on labor rights, legal frameworks, and best practices.

Article 13: Partnerships and Collaboration

Collaborative Efforts:

FUMWA shall seek partnerships with local and international organizations, government agencies, and other stakeholders to enhance support for Ugandan migrant workers.

Joint Initiatives:

The federation may engage in joint initiatives and projects with partner organizations that align with its objectives and enhance the welfare of its members.

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Article 14: Financial Accountability

Annual Audit:

FUMWA shall conduct an annual audit of its financial records by an independent auditor to ensure transparency and accountability.

Financial Reporting:

The Treasurer shall present a financial report to the General Assembly during the annual meetings, detailing income, expenditures, and financial status.

Article 15: Conflict Resolution

Dispute Resolution Mechanism:

FUMWA shall establish a mechanism for resolving disputes among members, which may include mediation and arbitration processes.

Grievance Procedure:

Members may submit grievances in writing to the Executive Committee/ board, which shall address the issues within a specified timeframe.

Article 16: Amendments

This constitution may be amended by a two-thirds majority vote of the General Assembly.

Proposed amendments must be submitted in writing to the Executive Committee/ board at least one month before the General Assembly.

Article 17: Dissolution

FUMWA may be dissolved by a two-thirds majority vote of the General Assembly.

In the event of dissolution, any remaining assets shall be divided equally to member associations or as determined by the General Assembly.

Article 18: Accountability and Transparency

While the Founders are granted immunity, they shall remain accountable to the federation's governing body and its members. Regular reports and updates on their activities and decisions shall be provided to ensure transparency and maintain trust within FUMWA.

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Article 19: Adoption

This constitution shall be adopted by the founding members of FUMWA and shall take effect immediately upon approval by the General Assembly. This complete constitution provides a comprehensive framework for the governance, operations, and member engagement of the Federation of Uganda Migrant Workers' Associations (FUMWA), ensuring effective representation and support for Ugandan migrant workers abroad.

Subject to amendment

Any member of the general assembly shall move to amend this constitution with a bill then a vote shall be conducted to okay the amendment after the mover of the amendment has acquired certificate of financial implication from the treasurer. If one fails to move the motion, he shall be compelled to pay all the costs spent in organizing the assembly.

Members of the Association.

No.	Name	Signature
1.	Kanobera Musubika Sauda	
2.	Kihumuro Kellen	
3.	Nanyanzi Alaisha	
4.	Mukisa Jessica	
5.	Mugemule Muhammad	
6.	Bakkabulindi Samuels	
7.	Dr. Tusigye Gideon	
8.	Nyamwenge Doreen	
9.	Kayonde Abdallah	
10.	Kigozi Steven	
11.	Namuddu Conny	
12.	Asiimwe Abubakar Lailah	
13.	Nabbimba Lawrence	
14.	Nantumbwe Sylvia	

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15.	Ssemwogerere Bashir	
16.	Nakazibwe Aminah	
17.	Kwizera John	

Witnessed by

BEFORE ME

.....

COMMISSIONER FOR OATHS

NAKIRIJJA JULIAN
NSAMBU AND CO. ADVOCATES
SINCE 1970
(BRK)
COMMISSIONER FOR OATHS
P.O.BOX 2043, KAMPALA

Drafted and adopted by the founding members

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