



GUIDELINES FOR THE DISCIPLINARY PROCESS OF CHAMA CHA UZALENDO (CCU) PARTY DISCIPLINARY COMMITTEE

OBJECTIVE

The primary objective of the CCU Party Disciplinary Committee is to ensure adherence to the party's constitution, maintain discipline, and uphold the values and principles of Chama Cha Uzalendo among all party members, including elected representatives and officials.

SCOPE OF AUTHORITY

The Committee has the authority to investigate and take appropriate disciplinary action against party members who:-

- Fail to remit their subscriptions as per party guidelines.
- Exhibit disloyal, rogue, or non-cooperative behavior.
- Violate the party constitution or any established party policies.

Initiation of Disciplinary Proceedings

- Any party member or official can lodge a complaint against another member.
- The complaint must be submitted in writing to the Committee, detailing the alleged violations.
- The Committee shall review the complaint to determine if there are sufficient grounds to initiate disciplinary proceedings.

Notice of Disciplinary Hearing

- Once a decision to proceed is made, the Committee will issue a formal notice to the concerned member, outlining the charges and specifying the date, time, and place of the disciplinary hearing.
- A minimum of seven (7) days' notice should be provided to ensure adequate preparation time for the member.

Conducting the Hearing

- Hearings should be conducted in a fair and impartial manner.
- The member has the right to be heard and to present evidence,
- The Committee may also call witnesses and gather evidence pertinent to the case.



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Decision-Making

- Decisions will be made based on a majority vote of the Committee members present.
- The Committee shall deliberate and make its decision in private, following the hearing.

Penalties

- Penalties for confirmed violations may include a warning, a fine, suspension from the party, or expulsion, depending on the severity of the misconduct.
- The Committee should consider the member's past conduct and any mitigating circumstances when determining appropriate penalties.

Communication of Decision:

- The decision, along with the reasons for it, will be communicated in writing to the member within seven (7) days of the hearing.
- The Committee will also inform relevant party authorities and update party records accordingly.

Appeals Process:

- Members have the right to appeal the Committee's decision.
- Appeals must be lodged in writing within seven(7) days of receiving the decision, stating the grounds for the appeal.
- An Appeals Committee, separate from the Disciplinary Committee, will review and make a final decision on the appeal.

Confidentiality:

- All proceedings of the Disciplinary Committee should be conducted confidentially to protect the privacy and reputation of all involved parties.

Record Keeping:

- Detailed records of all proceedings, evidence, and decisions should be maintained securely by the Committee for future reference and accountability.

These guidelines aim to ensure that the disciplinary process of Chama Cha Uzalendo is transparent, fair, and just, upholding the highest standards of integrity and accountability within the party.