

By-Law

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Digitalized Edir

Ethiopian mutual assistance association

Addis Ababa ,Ethiopia

Mission Statement

Our mission is to establish a digitalized edir that serves as a trusted and collaborative platform for members to foster mutual growth and success plus to support those who have lost a loved one by enrolling and contributing financial assistance to cover funeral cost during this difficult time.

The Edir potential members first meeting was on August 17, 2023 and for the next few months follow up meeting was done to discuss on the drafted by-law and exchange ideas. During those meetings, we discussed how to establish this association and run it in efficient way, who should be member, who should be included in member's family list, area of coverage, election of members to manage the edir, members benefit and duties, consequences for not fulfilling duties, procedures to follow to resolve disputes, and a number of other issues relevant to the edir formation and continued smooth operation. During those meetings all participants were welcome and encouraged to speak their mind, share their concern and experience, and fully participate in the adoption of our by-law.

The Edir by-law is adopted on August 28, 2023 by members and on September 04, 2023 meeting the members agreed to include/create additional articles in the by-law; which is included in this final by-law document.

Article 1: Edir name and location

Edir name: Digitalized edir

Article 2: Membership

- a. Any person who has Ethiopian origin or related regardless of race, religion, sex, or marital status can join the edir as long as he/she agree and abides by the edir laws and regulations.
- b. Any member or potential member who resides within 50 miles driving radius of Bole.
- c. All members have the same right to attend and vote at all general and special members meetings, to be a candidate, to nominate and vote on election for executive committee or any other position that is needed for the association function.
- d. The membership can be terminated for nonpayment of membership contributions, for noncompliance with any or all edir by-laws.

Article 3: Executive committee

The edir will have Executive committee which includes the following positions

A. Chair person

Responsible to chair a meeting or call meeting as necessary, sign checks as required, lead and follow up the edir activities with fellow Executive committee(EXCO).

Make sure detailed message is passed to all members by e-mail and other communication means as the situation dictates; in case member or member's family passed.

Make sure the edir rules and regulations are followed if there is payment/contribution to assist the family of passé one.

Make sure the edir balance sheet copy is e-mailed or given to each member every six month or when there is substantial change in the edir fund.

B. Vice chair person

Assumes the responsibilities of chair person when asked by chair person, EXCO, or when the chair person is not available.

He/she assists the chair person and other EXCO members as needed.

C. Secretary General

Responsible for keeping updated list of members and their family's names, their address, e-mail address, telephone number, and emergency contact (designated person by the member in case the member passed with whom to contact, coordinate the funeral services, and also authorized by the member to receive payment from the association).

Pass financial information to members via e-mail or other convenient means every six month along updated list of edir members.

D. Vice Secretary general.

Assumes the responsibilities of Secretary General when the Secretary General is not available.

Assist all EXCO members as needed.

E. Admin

The admin is responsible for managing the overall functioning of the digital edir association website. This includes overseeing user accounts, monitoring user-generated content, and ensuring compliance with platform policies and guidelines. He/she handles user registration, approval, and account management. He/she has also the responsibility of checking the Edir's finance and other assets are properly documented, used as authorized by general assembly and as permitted by association bylaw.

Article 4: Liability

a. The Executive committee collectively, the committee members individually, and individual edir members are not hold liable for the works they did honestly and in good faith following the edir bylaw and to the best interest of the association .

b. Any disputes between individual members, individual members and EXCO, or the edir and other body will be resolved by arbitration committee which will have 5 members; 2 assigned by EXCO, 2 assigned by the other party in dispute chaired by association chair/vice chair person.

c. The arbitration committee decision can only turned over by simple majority vote of edir members.

Article 5: Responsibilities of members.

All members are responsible to

a. Make sure they are up to date on their payment (membership or other payment requested by EXCO and agreed up on by members)

- b. Update his/her personal information as required. Any change in address, telephone number, name and number of family members, e-mail address, or designated emergency contact person. Information has to be updated as soon as possible.
- c. Make his/her payment by depositing, transferring to the edir account officially provided by EXCO to each member, or directly handing check to the treasurer.
- d. Each member is expected to respond in timely manner for e-mail, phone, letter, or any other convenient way message conveyed to him/her by EXCO.
- e. Participate in member/family funeral and other activities as directed by EXCO and Eder norm.

Article 6 : Financial contribution

- a. Each member has to contribute 10,000.00birr for initial membership which can be used as emergency fund and also cover expenses for office supplies required for EXCO. The monthly contribution is 50 birr.
- b. In case member or member family passed; each member will contribute 105.00 birr to Edir account or to the treasurer within 3 days after each member is informed. The 5.00 birr is social committee contribution and will be given to committee members.
- c. In case a visiting guest is deceased at a member's home and that member needs assistance; voluntary contributions may be asked on behalf of the member whose guest has deceased at his/her resident.
- d. A suspended member due to non-payment can request or apply for re-instating his membership providing written application explaining his/her reason why there was non-payment or late payment happened. Such member can't draw benefit for death in his/her family for the duration he/she suspended from membership.

Article 7 Edir payments

- a. When member/family passed ,edir will make payment of 10,000.00 birr to the grieving member or his/her designated emergency contact.
- b. In case more than one person passed at the same time from one family; the Edir payment and members' contribution will be multiplied by the number of persons passed. Ex. If two persons passed from the same family at the same time each member has to contribute 200.00 birr (2 x 100.00).

- c. The payment/contribution can be changed as the membership number increases and the amount always should reflect the market situation for the funeral service and burial place expenses.
- d. In case the grieving member needs the fund urgently, the treasurer can make the payment from emergency fund and replenish as members make their contribution.
- e. In the event there are no clear persons designated by the deceased member, the EXCO will decide how and to whom payments shall be made or pay directly for funeral and related costs.
- f. Edir payment can be made only to the member or to the person designated by the deceased prior to death - except for the situation mentioned in Edir bylaw article 7e

Article 8 Family members

- a. Family member includes husband, wife and children, biological and legally adopted up to age 26.

Article 9 Amendment on by-law

Members have the right to request amendment on the association by-law. The written request can be submitted to Secretary general or vice Secretary. For the period of one year the EXCO can call for members meeting as its urgency and needed to discuss on by-law amendment request.

Article 10 Adoption of bylaws and members benefit

- a. The edir by-law is legal and binding immediately after it is adopted by members on August 28, 2023
- b. For the founding members, the financial benefit will be effective 3 months after the initial day of adoption of this by-law i.e. November 04/2012
- c. New member(s) has to stay in fully participating member status for 4 months before he/she can draw financial benefit.
- d. In case of accidental death the financial benefit for existing or new members (less than 4 months) is immediate.
- e. Other than financial benefit, all other benefits and supports that the edir provides for its members are immediately available upon receiving initial payment by edir treasurer from the potential member.

Article 11: Terminations

- a. Failure to make payments within 3 days of informed is considered late.
- b. Two consecutive delinquencies are grounds for 1st formal warning.
- c. Three consecutive delinquencies are ground for 2nd formal warning.
- d. Four consecutive delinquencies are ground for Termination.
- e. Failure to make full payment of any contribution within 45 days is ground for termination.
- f. Failure to respond back to EXCO for more than 45 days from the last date specified/given by EXCO will be ground for termination.
- g. Failure to accept and follow Executive and or majority decisions as is pertains to payment/benefit amounts that may be adjusted or amendments to bylaws, rules and regulations is subject to termination.
- h. The edir doesn't have to give any verbal or written warning; it is already in our by-law and each member has/is expected to read and follow.

Article 12 Social Committee:

The Social Committee shall be a secondary component to be formed to help to coordinate all activities of members to assist the grieving family and their guests as needed before, during, and after funeral. Social Support for families in bereavement is purely optional that may be indicated at the time of induction or later. All activities are done in consultation of the grieving family and coordination with EXCO to pass necessary information to the rest of the members.

The social committee is also empowered to organize at least once a year a members' get-together event. The event can be indoor or outdoor at a public venue where members can enjoy the activities, have a chance to interact and get to know each other to foster bonding and possible friendships. The social event has to be organized to have different activities that can attract and encourage the participation of different age groups and interests.

The aforementioned statements are currently offered as a guideline and shall be expressed in detail at a future date under the Social Committee's Rules and Regulations. The social committee rules, regulations and any amendments to these rules and regulations have to approve by EXCO simple majority rule.