

# Tetepare Community Conservation Agreement, Tetepare Island, Solomon Islands



Green Development Initiative Area Proposal  
Submitted to the GDI Pilot Program

by:

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## ABSTRACT

Tetepare is the largest uninhabited island in the South Pacific and one of the last remaining unlogged islands in the Solomon Islands. Untouched since the mid-1800s, Tetepare harbors 12,000 ha of pristine rainforest and fringing reefs with some of the highest coral and reef fish diversity on earth. The island is currently managed and protected by its traditional owners through a landowner group (the Tetepare Descendants Association, TDA) which was formed to protect the island and its surrounding waters from development. The community's commitment to conservation is buttressed by an agreement in which TDA is provided with a scholarship program and other benefits in exchange for strict compliance with the community's pledge to conserve. Although an unquestioned conservation success, the threat from logging and other development activities continues. Accordingly, the future protection of the island depends critically on a sustainable source of outside funding for conservation and community benefits.

### Area Manager: Community landowners and partners

Tetepare Island is located in the Western Province of the Solomon Islands. In the late 1800s the island was abandoned due to warfare and disease and since that time human presence on the island has been sporadic and superficial, leaving its forests almost completely untouched for more than a century. This is in stark contrast to the rest of the Solomon Islands which has recently experienced a wave of destructive foreign logging. Having witnessed this destruction first hand on surrounding islands, in 2002 the descendants of the original inhabitants of Tetepare, who now live on surrounding islands, banded together to prevent the island from suffering a similar fate.

The context within which TDA was formed includes the fact that the options for resource protection in the Solomon Islands are currently limited. The country has no formal protected areas. Indeed, it lacks provision for even creating protected areas, as the National Parks Act is now defunct. Park creation is also complicated by the country's customary land tenure system. This system limits national as well as provincial government ability to regulate land use. Instead, land use is determined by the holders of customary land rights, namely local communities. If timber companies persuade local communities to allow logging, the government can neither stop them nor provide effective oversight of operations.

Timber companies have exploited this situation with widespread offers of cash and other benefits. This has led to a wave of community agreements with loggers. In practice, however, the benefits to communities from entering into such agreements have been small. Indeed, loggers have routinely failed to deliver on their promises to build schools and provide other benefits in exchange for logging rights. The result has been a great deal of social and environmental disruption and a growing resentment of the timber industry.

TDA's efforts to reverse this dynamic are buttressed by an innovative mechanism, a community conservation agreement (CCA), in which outside supporters have agreed to provide the community with specified benefits in exchange for strict compliance with the organization's constitution which calls for complete

protection of the island and its surrounding waters. This approach has gained widespread support in the Solomon Islands and is now being applied to conservation efforts in surrounding areas.

TDA is officially recognized by the national government as representing the legal owners of Tetepare. It is the largest landowner association in the country with more than 3,000 members living on islands throughout the country's Western Province.

In terms of organization, TDA has four full-time staff, including a program coordinator and a hospitality officer responsible for the management of a small community eco-lodge, as well as 25 part-time staff, including 8 rangers and 6 marine monitors. In addition, the organization is supported by 3 three, full-time volunteers from Australia Volunteers International.

To ensure protection of the island, TDA rangers monitor catch limits for permitted uses of the island's resources, including lobster and pig harvests, and conduct regular patrols for illegal logging and fishing. In cooperation with partners, they have established baseline data for terrestrial and marine resources and separate programs to protect sensitive species, including in particular the nesting beaches of leatherback sea turtles. Additionally, TDA encourages research activities by international scientific organizations in order to increase the body of knowledge that is known about the resources of the island, to attract additional attention to Tetepare, to train TDA staff in scientific research methods, to generate income, and to help TDA draw a direct link between conservation and financial benefit. Past projects have focused on forestry, ornithology, and archaeology, including an exhaustive survey of sacred "tambu" sites on the island which have now been given protected status under a provincial cultural preservation ordinance.

The organization has a constitution (see Annex 1), an executive committee of community leaders and holds regular Annual General Meetings open to its membership.

Roughly three quarters of TDA members are subsistence farmers and fisherman with very limited income. Although the community has a strong commitment to conservation, protecting the island is an expensive proposition, both in terms of the resources needed to marshal patrols as well as the income foregone from logging and fishing. To make the community's choice to protect the island a practical alternative to destructive development, the Conservation Agreement Fund has entered into a long-term agreement with TDA to provide funding for conservation and community benefits.

Conservation Agreement Fund (CAF) is a U.S.-based non-profit whose focus is on the protection of important areas in developing countries through financial and technical support of incentive-based conservation agreements ([www.conservationagreement.org](http://www.conservationagreement.org)). The organization's portfolio includes projects in six countries, Guyana, Guatemala, Kenya, Kiribati, the Solomon Islands and the Democratic Republic of the Congo. CAF is working in collaboration with partners at the American Museum of Natural History (AMNH), Conservation International's Global Conservation Fund, and Conservation Ark, a consortium of zoos in South Australia. Our primary vehicle for delivery of conservation benefits to TDA is a partially capitalized endowment that is held by CAF and managed by UBS Financial Services.

## Area Characteristics: Location and description of project area

The Solomon Islands is NE of Australia and east of the island of New Guinea (Figs. 1 and 2). Tetepare is located in the Western Province of the Solomons, south of Munda, New Georgia. Tetepare's geographic coordinates are: 8° 43' 0 S, 157° 33' 0 E.

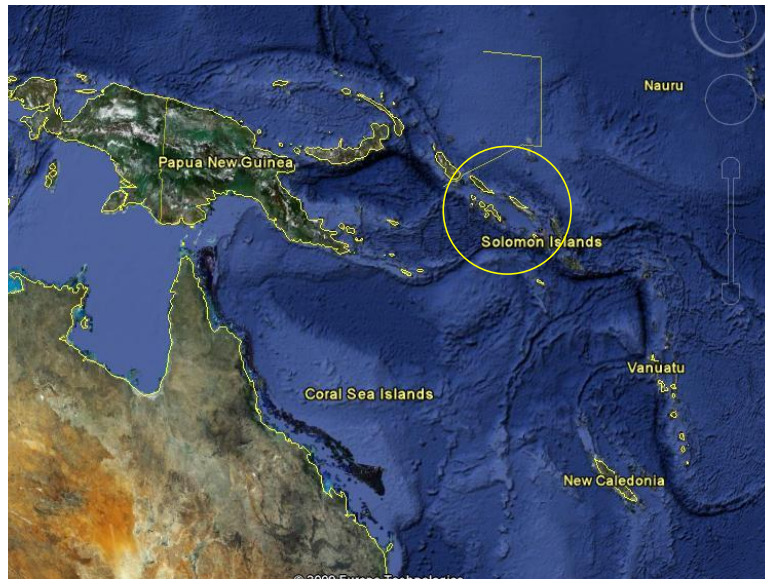


Fig. 1: Regional location of the Solomon Islands

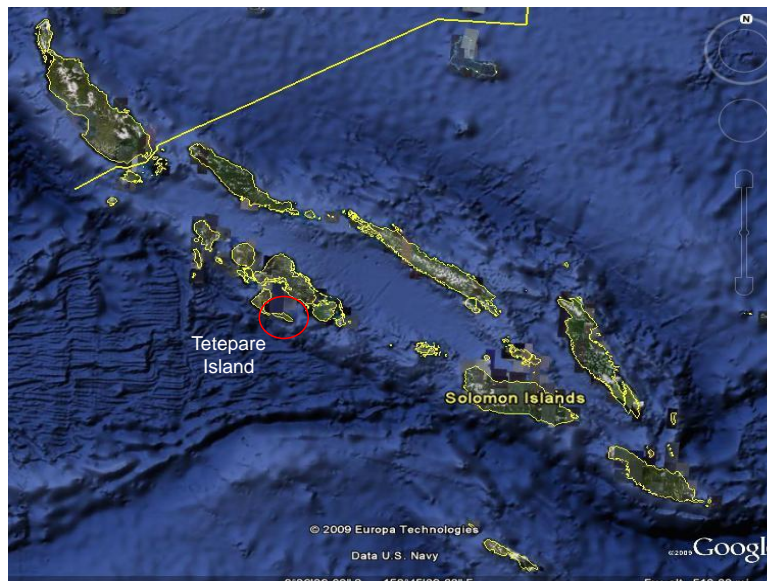


Fig.2 Location of Tetepare within the Solomon Islands

The Solomon Islands is one of the world's most biologically rich and intact oceanic archipelagos. The country is known for its high degree of species endemism and extreme geographic differentiation, with many islands separated by mere kilometers having numerous species of endemic birds.



With a rapidly growing population and few economic alternatives to logging and mining, the threat to the country's biological resources is immense. Against this background, the Tetepare CCA offers a truly unique conservation opportunity. As one of the last remaining unlogged islands in the country and the largest uninhabited island in the South Pacific, Tetepare may be one of the last best opportunities to protect a completely intact suite of adjacent terrestrial, freshwater and marine ecosystems.

At 120 square kilometers, Tetepare is roughly a third larger than Manhattan. The island is covered by rich lowland rainforest and surrounded by coral reef. A total of 73 bird species, 24 reptile, 4 frog, and 13 mammal species have been recorded on Tetepare, including several rare bat species and one endemic bird, the Tetepare white-eye (Read and Moseby 2006).

Tetepare falls within Birdlife International's Solomon Endemic Bird Area (EBA), which is recognized for its outstanding avian endemism.<sup>1</sup> Indeed, the Solomon Group EBA has more restricted-range bird species than any other area on Earth.

Scientists are still discovering new species on Tetepare. Recent surveys have identified several new species of butterfly and three species of freshwater fish, including one new fish genera and one potential new fish family (Jenkins 2007).

Three species of marine turtles, including the critically endangered leatherback and endangered hawksbill and green nest on the island's black volcanic beaches. The protected inshore marine areas are particularly important from a conservation standpoint, with literally hundreds of species of coral and reef fish, a diversity matched by only one other site on Earth (Raja Ampat in Indonesia). Shark, dolphin, and crocodile are also found in the near shore areas as well as resident populations of dugong.

The island supports a population of wild pigs which are an important food resource for people on the neighboring island of Rendova. Frequent hunting trips by TDA members help to control pig populations on the island. One feral cat is known to occur on the island but other invasive species, notably the cane toad, which is now common throughout the Solomons, are not yet found on Tetepare.

## Rapid Assessment & Analysis: Conservation threats and opportunities

The primary threats to Tetepare are logging and forest conversion to palm oil. Logging is the country's most important industry. In 2007 it accounted for two-thirds of total export earnings and 16% of government revenue (ADB 2010). The level of timber production in the country is openly acknowledged to be far above sustainable levels. Indeed, in 2007 harvests reached five times the sustainable level and current projections are that the all of the country's commercially exploitable natural forests will be exhausted by 2015 (Andrewartha 2008; SIFMP 2006).

As shown in Fig. 3, Tetepare stands out as one of the last remaining unlogged areas in Western Province. 80% of log exports from the Solomon Islands go to China (Andrewartha 2008). This demand seems likely to remain steady or increase, with sources of supply steadily falling throughout the region.

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<sup>1</sup> <http://www.birdlife.org/datazone/ebafactsheet.php?id=198>.

Palm oil production poses another threat to Tetepare. Much of the adjacent island of New Georgia has now been converted to oil palm and expectations are that production in the Solomon Islands will increase significantly in the future (ADB 2010).

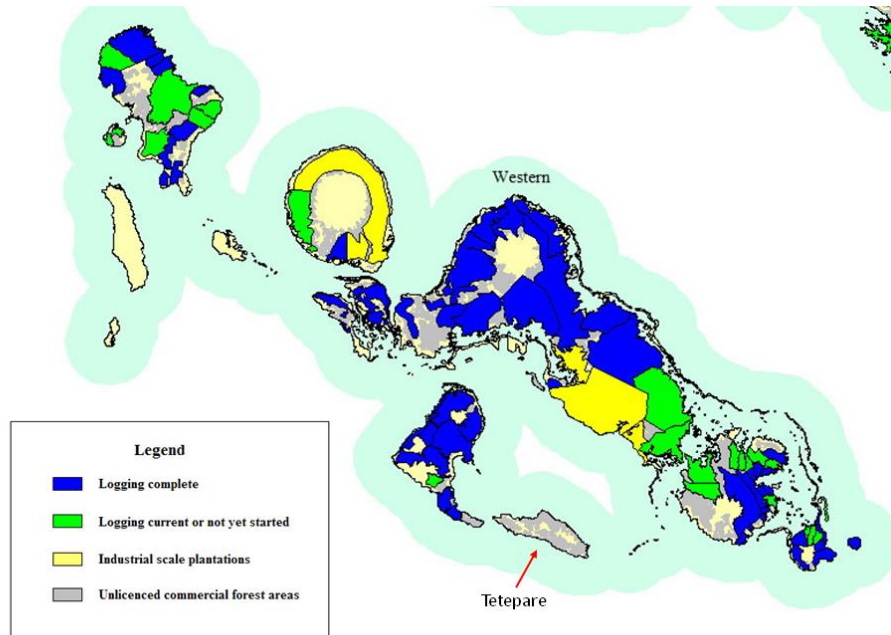


Fig. 3: Logging and palm oil activity in the Western Province, 2003 (SIFMP, 2006)

These factors put tremendous pressure on the TDA membership. The value of the island's timber resources easily runs into the millions of dollars. For most communities in the Solomon Islands, entering into logging agreements is the only way to earn cash income and derive financial benefit from their land.

The community's conservation agreement with CAF is explicitly designed to address these pressures. The TDA membership is strongly committed to conservation, but the value of foregone development as a result of this commitment is not lost on the community. As a result, the TDA leadership is under constant pressure to demonstrate that there are concrete benefits associated with conservation.

At present, roughly 20% of TDA's core operating revenue is provided by the CAF endowment. The balance is derived from development assistance projects and other sources that are all directly or indirectly a result of the community's conservation commitments. These funding sources provide valuable financing for community benefits but are extremely difficult to plan for on a year-to-year basis. It is also very difficult to fundraise for the annual recurrent costs of project management. Our goal is to expand the size of the TDA endowment to provide a more stable and reliable source of long-term funding to support conservation and community benefits.

## Biodiversity-Positive Outcomes: Expected biodiversity outcomes from GDI registration

GDI registration offers an independently verified approach to biodiversity management. Our expectation is that a GDI registration for Tetepare will greatly reduce the risk of biodiversity loss in the project area by increasing the opportunity for critically needed financing.

As noted, the Solomon Islands currently lacks a legal basis for a national system of protected areas. The community conservation agreement on Tetepare plays a key role in helping fill this gap by directly tying conservation to local economic development. This is particularly important in the context of the Solomon Islands in view of the country's system of customary land ownership. In this setting conservation efforts have little chance of being successful without effective economic incentives. Conservation agreements address this need by providing tangible, performance-based benefits to resource owners. In the case of Tetepare, these agreements serve the additional function of replacing the corruption and inequities common to logging agreements with a more equitable sharing of benefits among member communities.

The conservation agreement approach has received much notice and support and has now been successfully exported to a number of additional sites in the Solomon Islands and elsewhere in the Pacific, where customary land ownership is the norm.<sup>2</sup> As such, the benefits of supporting the Tetepare agreement go well beyond the boundaries of the project itself.

The primary project-related outcomes stemming from a GDI registration are summarized below.

**Conservation:** Protection of the largest uninhabited island in the South Pacific and its surrounding near shore waters. In conservation terms, the project offers a truly unique opportunity to protect a completely intact, integrated terrestrial and aquatic ecosystem and in the process establish a model for conservation efforts throughout the region and beyond.

**Sustainable use:** The Tetepare conservation agreement allows for a mix of strict protection and sustainable use on Tetepare Island. The latter includes low-impact ecotourism at the community-run eco-lodge, scientific tourism by visiting researchers, and (for TDA members) subsistence fishing and hunting (for wild pig) and a limited harvest of traditional canoe trees.

**Social equity:** A transparent and equitable distribution of benefits from conservation “development” is one of the key features of a community conservation agreement. This is in contrast to the corruption and inequities that have characterized logging-based development in the Solomon Islands to date. The difference between these two options is a source of great strength for the conservation agreement approach among the local beneficiaries.

Following is a sampling of the type of benefits provided by the Tetepare project to date.

*Scholarship program* – TDA has supported a scholarship program since 2005 that has now benefited more than 170 children. The program's scholarships cover annual school fees and are

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<sup>2</sup> See in particular the conservation agreement on Kolombangara Island <http://www.kolombangara.org/node/2>.

awarded on a competitive basis to families based on academic merit and need. Roughly 75 scholarships are provided each year, half of which are reserved for young girls. The funds are externally audited and paid directly to schools to ensure transparency.

*Sustainable livelihoods* – The project has supported a number of sustainable livelihood programs over the years. Included are a community eco-lodge (which is now a self-sustaining venture), support for local artisans and woodcarvers, assistance to communities in producing coconut oil, and a program that purchases wild nuts gathered by local women and ships them to a buyer in the capital city. The project employs rangers, guides, hospitality workers and laborers and has developed a long-running program that rewards members of local communities for finding, recording, and protecting leatherback turtle nests on local beaches.

*Cultural and non-monetary benefits* – Some of the most important benefits of the conservation agreement are non-monetary. Tetepare is the community's ancestral homeland and the commitment made by TDA to protect the island – and the support for this commitment provided by the conservation agreement – is a source of great pride for TDA members. Descendants also benefit from the ecosystem services of Tetepare including access to a healthy marine ecosystem for subsistence fishing. The ranger enforced MPA on Tetepare is a permanent no-take zone and cannot be fished but acts as a nursery and refuge for marine life and ultimately helps to boost populations outside the protected area. Descendants come to the island regularly to dive for trochus, crayfish and, as noted, to hunt pigs, particularly during times of feasts.

**Development:** The benefit programs noted above have directly contributed to local community development and to the economic well-being of TDA members. In so doing the project has helped support a number of Millennium Development Goals, including: the eradication of extreme poverty (Goal 1), achieving universal primary education (Goal 2), promoting gender equality and empowering women (Goal 3), and ensuring environmental sustainability (Goal 7).

## Work Plan for Planning & Registration

The following outlines a proposal for developing a GDI approved management plan for the protection of Tetepare. The general approach and work plan described below are illustrative. We intend that both the schedule and methods will be managed flexibly and adaptively to best meet the needs of GDI and project funders. Our proposed development team includes two researchers (see profiles below) with extensive experience working in the Solomon Islands and a long history of association with the Tetepare project. In addition, both have familiarity and experience in developing natural resource management plans.

A GDI approved plan for Tetepare will build on the solid foundation of effort that has been invested in the project over the years, including existing baseline data collection, its monitoring and patrolling protocols and performance indicators and the extensive community support and participation that has been part and parcel of the island's conservation.



Our proposed work plan has four stages, described briefly below, and depicted on the schedule shown in Fig. 4.

**Stage 1: Startup.** Finalize the initial work plan and timeline with GDI Secretariat. Establish roles and responsibilities for development team and GDI advisors. Begin initial planning and communication with TDA Executive. This stage will involve close collaboration and iterative design work between GDI and the management plan development team. (Month 1/October 2011 – GDI Secretariat and management plan developers).

**Stage 2: Initial data collection, literature review and plan design.** Conduct review of appropriate management plan development literature. Collect available information related to past management in Te-tepare. Work with GDI Secretariat and TDI Executive to develop detailed outline of draft management plan. Establish timeline and make arrangements for travel to the Solomon Islands. (Months 2-3/November-December 2011 – GDI Secretariat, management plan developers, TDA Executive).

**Stage 3: Reconnaissance trip to the Solomon Islands.** Travel to the Solomon Islands to compare draft plan with current and past activities on the ground. Look to fill gaps and identify opportunities related to final plan development. Work with TDA Board and Executive to socialize the idea of a GDI management plan and registration. Obtain feedback from TDA members, current project rangers and marine monitors and other relevant stakeholders, including national and provincial government officials, and staff of TDA's sister project on Kolombangara Island. (Month 4/January 2012).

**Stage 4: Preparation of final management plan.** Assemble and analyze information gathered during travel to the Solomon Islands. Prepare final draft for review by GDI Secretariat and TDA Executive and Board. Gather feedback from reviewers. Revise draft and prepare final plan for submission to GDI Secretariat and TDA. (Months 5-6/February-March 2012).

Note: Plan implementation will require socialization of final plan with TDA staff and developing an operational protocol for outside audit and review.

## Project team

### Richard Rice (Team leader)

Dr. Richard Rice is president of the Conservation Agreement Fund (CAF), a U.S. non-profit whose mission is to ensure protection of a set of globally significant sites through financial and technical support of incentive-based conservation agreements ([www.sywfoundation.org](http://www.sywfoundation.org)).

Dr. Rice has over 25 years experience in natural resource and public policy analysis, most recently at Conservation International (CI) where he served as chief economist. While at CI he conducted extensive research on the costs and effectiveness of different approaches to biodiversity conservation in the tropics. Dr. Rice has supervised research projects and protected area development in Africa, Asia and Latin America. He has published widely on the viability of sustainable forest management and was instrumental in pioneering CI's first conservation concession—an approach to habitat protection that involves annual payments to resource owners in exchange for long-term commitments to conservation.

Dr. Rice has worked extensively with natural resource and protected area management plans in the U.S. and abroad. He has worked on protected area projects in the Solomon Islands since 2004 and is currently providing financial and technical assistance to the Tetepare project via CAF.

### John Read

Dr. John Read is director of Ecological Horizons, an Australia-based consultancy company ([www.ecologicalhorizons.com](http://www.ecologicalhorizons.com)). Dr. Read has a Ph.D. in ecosystem management. He has published over 60 peer-reviewed articles in the fields of arid zone ecology, reptile and avian ecology, mining and grazing impact assessment, vertebrate pest management and threatened species recovery. He has worked on protected area management on the Tetepare Conservation Project since 2002 and is the author of a new book on Tetepare (The Last Wild Island: Saving Tetepare, [Read 2011](#)).

Fig. 4 GDI Management Plan Development Schedule

TASK/ACTIVITY	MONTHS FROM PROJECT STARTUP					
	1	2	3	4	5	6
Stage 1: Start-up						
Meet with GDI Secretariat	■					
Submit draft work plan and timeline	■					
Begin initial planning with TDA Executive	■					
Stage 2: Literature Review, Data Collection, Outline Preparation						
Review literature on management plan development		■				
Begin synthesis and write-up of literature review			■			
Collect information on past management		■	■			
Prepare outline of management plan		■	■			
Preparation for travel in Stage 4			■			
Stage 3: Plan development/travel to Solomon Islands						
Socialize GDI approach with TDA staff and board				■		
Meet with government and NGO stakeholders				■		
Identify gaps in draft outline and opportunities for final plan				■		
Stage 4: Prepare final management plan						
Analyze information gathered during field trip					■	
Prepare draft plan for review by GDI and TDA					■	
Gather feedback from reviewers, revise draft plan						■
Prepare and submit final plan						■
Legend:	■ Activity duration					

## How much: Financing for plan development and implementation

Following are draft budgets for management plan development and project implementation.

Table 1. Draft Budget: Management Plan Development (USD)

<b>1. Labor</b>			
<b>Name/Role</b>	<b>Daily Rate (USD/day)</b>	<b>Days</b>	<b>Total Cost</b>
Richard Rice, Team Leader		20	
John Read		25	
<b>Total labor</b>			
<b>2. Travel</b>			
<b>Item</b>	<b>Cost/unit</b>	<b>Units</b>	<b>Total Cost</b>
Airfare: Washington, DC to Honiara round-trip	3,000	1	3,000
Airfare: Adelaide, SA to Honiara round trip	2,000	1	2,000
Airfare: Honiara-Munda round trip	150	4	600
Per Diem (Lodging + M&IE): Australia	200	4	800
Per Diem (Lodging + M&IE): Solomon Islands	150	28	4,200
Local transportation (boat + driver/week)	1,000	3	3,000
Medex (medical emergency evacuation insurance)	105	2	<u>210</u>
<b>Total Travel</b>			<b>13,810</b>
<b>3. Equipment and other Direct Costs (ODC)</b>			
Communication (phone, fax, mobile phone)			400
Report production costs			<u>400</u>
<b>Total Equipment &amp; ODC</b>			<b>800</b>
<b>TOTAL</b>			

Table 2. Draft Budget: Annual Management Plan Implementation(USD)

Cost Item	Total Cost
Core TDA	75,000
Fund management	2,500
Auditing and 3rd party verification	<u>15,000</u>
	92,500

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# ANNEX 1: TDA CONSTITUTION

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## Tetepare Descendent's Association

### Constitution and Rules

#### Charitable Trusts Act

(Cap.115)

#### Article 1. Name

1.1 The Association should be known as **Tetepare Descendants' Association**, herein known as the Association.

1.2 The interim registered office of the association shall be c/o WWF P.O.Box 97, Gizo, Western Province, Solomon Islands.

#### Article 2. Aims

2.1 The objects of the association shall be to:-

(a) Unite landowners of Tetepare, promote and encourage cooperation between members and tribes, and to act as a mediator for any difference of opinion.

(b) Manage and own the entire Tetepare Island collectively by Tetepare descendants.

(c) Conserve natural resources upon and under the land and in and under the sea around Tetepare for the benefit of present and future generations descended from Tetepare Island.

(d) Prevent commercial resource extraction from Tetepare Island and surrounding waters and prohibit poaching of resources by non-descendants of Tetepare.

(e) Research, locate, and document natural resources (including tambu sites and traditional artefacts) on Tetepare Island in order to adopt and enforce resource management orders to ensure their adequate protection.

(f) Research and document the genealogy of individuals, families and tribal units descended from Tetepare and their history, traditions, stories, myths, legends, songs and art.

(g) Discourage the settlement of Tetepare Island by descendants and prevent the migration to or resettlement of Tetepare Island by non-descendants.



(h) Encourage fee paying visits by non-descendants (including researchers and tourists) if authorised by the executive committee.

(i) Educate, promote and encourage members about conservation and sustainable use of resources.

(j) Establish a trust fund to further the objectives of the Association and to assist and encourage members to undertake sustainable ventures within their existing communities (outside of Tetepare Island).

### **Article 3. Membership**

3.1 Only registered members can use the properties of the Association with the permission of the executive committee.

3.2

#### **(a) Full Membership**

- i. shall be open to any individual who can demonstrate that they are blood descendants of any race indigenous to Tetepare and at least 18 years of age.
- ii. Full members must complete a membership registration form including preferred point of contact.
- iii. Full membership will incur a \$5 once off registration fee.
- iv. Full members shall have full voting rights and access to services provided by the Association.
- v. Full members must accept the constitution of the Association and undertake to participate in carrying out the Association's objectives.

#### **(b) Youth membership**

- i. Youth membership is open to Tetepare descendants under 18 years of age.
- ii. Youth membership is subject to clauses 3.2 (b),(e) and (f).
- iii. No fee shall be incurred but youth members must become full members when they reach 18 years of age.
- iv. Youth members cannot vote but their opinions will be taken to the Executive Committee by the Youth Representative.

#### **(c) Invited Membership**

- i. may be chosen for their special qualifications, skills, knowledge or experience.
  - ii. may be the spouse of a full member.
  - iii. are subject to clauses 3.2 (b),(e) and (f).
  - iv. do not have voting rights and may not be elected to serve on the Executive Committee but may be co-opted onto the Executive Committee by the elected Executive Committee.
  - v. do not have to pay a membership fee but may make a voluntary contribution.
  - vi. may serve as a trustee of the trust fund upon invitation by the Executive Committee.
- 3.3 There shall be a Register of Members which shall be kept by the Secretary. The Registrar of Members shall be made available for inspection by appointment with the Secretary.
- 3.4 Amendments to membership fees can be made by a resolution of the Executive Committee. Members will be informed at the Annual General Meeting.
- 3.5 Members may be expelled from membership by the Executive Committee if they wilfully disobey any of these rules, or be guilty of any conduct rendering them unfit in the opinion of the Execu-

tive Committee to be a member of the Association, PROVIDED that before expelling them the Committee shall call upon them for an explanation of their conduct and shall hear what they may wish to urge in their defence. A member expelled in accordance with this rule shall have no claim on the property of the Association and forfeits the membership fees paid. After a period of three years, the person will be eligible for full membership upon payment of the registration fee.

#### **Article 4. Powers, Funds and Accounts**

4.1 The Association shall have the following powers:-

- (a) To undertake to obtain or encourage contributions to the funds of the Association by way of donations, aid grants or otherwise.
- (b) To collect moneys by means of entrance fees, levies or donations and to borrow money with security.
- (c) To purchase, lease, hold or otherwise acquire any land, buildings, property real or personal and any licenses, rights or privileges which may be necessary in connection with any of the objectives of the Association.
- (d) To print or publish any pamphlets, posters, books and leaflets as are needed for the promotion of the objectives of the Association.
- (e) To cooperate with and affiliate with or join any other organisation whose objectives are compatible with and conducive to the objectives of the Association.
- (f) To raise or borrow money in such manner and upon such security as the Executive Committee shall see fit.
- (g) The Executive Committee may appoint, employ, remunerate, suspend or dismiss employees and such other people as may be necessary for the efficient running of the Association and its affairs and for the fulfilment of its objectives.

4.2 Funds and Accounts

- 4.2.1 The funds of the Association shall not be used for any other purpose other than those approved by the Executive Committee, which are aimed at furthering the objectives of the Association.
- 4.2.2 The Treasurer shall keep accurate records of all Association accounts and such records shall be available for inspection by members of the Association at reasonable hours.
- 4.2.3 The financial year of the Association shall end on the 30<sup>th</sup> June each year, to which date the accounts of the Association shall be balanced.
- 4.2.4 The Executive Committee should establish a register of assets and prepare a manual of financial instruction and management plan to ensure the Treasurer can properly and accurately manage the Association's funds.

- 4.2.5 The accounts of the Association shall be audited by a certified auditor as soon as practical and prior to the Annual General Meeting. The Annual General Meeting will appoint the auditor each year.
- 4.2.6 The funds of the Association shall be kept in accounts with a registered Bank in the Solomon Islands, and shall be operated by the Executive Committee.
- 4.2.7 A separate Trust Fund will be established and managed by the Trust Fund signatories as per Article 8 in the constitution.

#### **Article 5. Executive Committee and sub-committees**

- 5.1 The management of the Association shall rest with the Executive Committee, consisting of fourteen members, including at least 3 women and one youth representative.
- 5.2 The Executive Committee shall consist of a Chairperson, Vice-Chairperson, Secretary, Treasurer, Youth Representative, Communication Officer and eight general members who shall be elected by an ordinary resolution of the members in a General Meeting.
- 5.3 No member shall be eligible for election as an officer unless he/she has received the written nomination of 2 members.
- 5.4 The term of appointment for the Executive Committee is three years.
- 5.5 Members of the Executive Committee may be re-elected for successive terms.
- 5.6 The Executive Committee should meet at least 2 times per year but extraordinary meetings can be called.
- 5.7 The quorum of the Executive Committee meeting shall be seven and no business shall be transacted in the absence of the quorum.
- 5.8 The Executive Committee shall be responsible for the day to day management of the Association's affairs and for that purpose exercise such powers and functions as are incidental to the objectives of the Association.
- 5.9 Each of the officer bearers shall perform all the duties placed on them by the constitution.
- 5.10 Any officer may resign his/her post by way of written notice to the Executive Committee.
- 5.11 The Executive Committee has the power to form sub-committees for particular purposes. Sub-committees must report to the Executive Committee at every executive meeting.
- 5.12 Any member shall be automatically deemed to have resigned from the Executive Committee if he/she is absent for three successive meetings without sending prior apology or notification to the Secretary. Such member can stand for re-election at any subsequent General Meeting.
- 5.13 All decisions of the Executive Committee shall be by majority vote and where there is equality in the votes, the Chairperson shall have a casting vote.
- 5.14 The duties of the office bearers are outlined as follows
- (a) The duties of the Chairperson shall be:-

- i. to chair AGM and executive meetings and be responsible for the proper conduct of all such meetings.
  - ii. to represent the Association at meetings of other bodies or to select a representative for this purpose.
  - iii. to coordinate the running of the Association and ensure the Association abides with and observes the laws of Solomon Islands.
- (b) The duties of the Vice-Chairperson shall be:-
- i. in the absence of the Chairperson to act for and have the powers invested in the Chairperson.
  - ii. To undertake any duties as may be prescribed by the Executive Committee from time to time, within the scope and nature of the Association or as may be delegated to him/her by the chairperson.
- (c) The duties of the Secretary shall be to:-
- i. To be responsible for the administrative efficiency of the Association in accordance with this constitution and to carry out the instructions of the Chairperson or the Executive Committee.
  - ii. to keep minutes of all meetings of the Executive Committee and other committees formed by the Association and the Annual and General Meetings and to ensure that such minutes are fully authenticated by the signature of the Chairperson or the Vice-Chairperson as appropriate.
  - iii. to be responsible for the safe custody of the Register of Members and to maintain the current membership list.
  - iv. to be responsible for the preparation of the returns and other documents required by the Registrar of Charities.
  - v. **to notify the Registrar of the dates of the establishment of any branch of the Association, any changes of name and any changes of registered office of the Association and any other matter required by the Charitable Trusts Act (CAP 115) or any other applicable law.**
- (d) The duties of the Treasurer shall be:-
- i. to collect finances of the Association and operate within the budget as approved by the Executive Committee
  - ii. to maintain proper records of the Association accounts and arrange for their formal auditing
  - iii. to prepare Annual Financial Reports and Estimates to be presented at the Annual General Meeting of members
  - iv. to consult with and advise the trustees and Executive Committee members as to all financial aspects of the running, organisation and progress of the Association.
- (e) The duties of the Youth Representative shall be:-
- i. to liaise with youth members to determine their views and opinions about the Association's objectives, initiatives and results.
  - ii. to represent the views of the non-voting youth members on the executive committee and to vote in accordance of these views.
- (f) The duties of the Communications Officer shall be:-
- i. to liaise with the representatives from each nominated geographical region and inform them of upcoming events, meetings etc endorsed by the Executive Committee.

## Article 6. General Meetings

- 6.1 The Association shall be governed by General Meetings of the members of the Association.
- 6.2 There shall be an Annual General Meeting of the Association each year to be held not later than 30<sup>th</sup> October in each year.
- 6.3 At every AGM the following matters shall be discussed:-
- (a) audited accounts and financial statement for the year.
  - (b) election of officers when an office is vacant.
  - (c) annual Report of the Association prepared by the Chairperson, including Registrar of Members.
  - (d) any other matters included in the Agenda.
  - (e) any other resolution proposed with 7 days notice in writing by any member.
  - (f) any other business raised during the meeting.
- 6.4 Members shall be divided into a number of geographical regions agreed on by the Executive Committee. A minimum of 5 people including at least 2 females from each nominated region will have their travel expenses paid to attend the Annual General Meeting.
- 6.5 The quorum for the Annual General Meeting to proceed shall be the representation of 5 regions and no business shall be transacted in the absence of a quorum.
- 6.6 Proxy votes can be sent by mail prior to the meeting or given to the regional representative to be presented at the meeting.
- 6.7 The location of the Annual General Meeting shall be determined by the Executive Committee and should be within a different region each year to enable equitable attendance.
- 6.8 Every Annual General Meeting shall be convened by the Chairperson in consultation with the Executive Committee, who shall cause notice thereof to be given to all voting members of the Association one month before the date fixed for the meeting.
- 6.9 All voting at a General Meeting shall be by a show of hands. Any member not satisfied with the result declared on such vote by the Chairperson may call for a secret ballot which shall thereupon be conducted in accordance with clause 6.10.
- 6.10 On any matter proposed or motion on which any member has demanded a secret ballot, the Secretary shall cause to be supplied to each member present a ballot paper marked "for" and "against"; against which each member shall be called upon to place a cross "X" according to his/her choice. The Secretary shall collect all such ballot papers, count the votes and deliver a count thereof in writing and signed by him/her to the Chairperson who shall thereupon announce the decision. The voting papers and signed count shall then be deposited in a sealed envelope and retained by the Secretary until the next Annual General Meeting.
- 6.11 Subject to clause 7.1, all matters to be decided on at a General Meeting shall be a simple majority of those voting members present.
- 6.12 Where there is an equality in the vote, the matter will be defeated.



#### **Article 7. Amendment of constitution**

- 7.1 The constitution of the Association may be amended by a General Meeting of the Association, by a majority of two-thirds of the votes cast in the ballot for the motion to amend.
- 7.2 Any member who wishes to propose an amendment of the constitution must pass the proposal to the Secretary at least two months before the date of the General Meeting which shall decide the matter.

#### **Article 8. Trustees of the Association**

- 8.1 In accordance with the Charitable Trust Ordinance 1964, six members of the Association shall be trustees of the Association, and every vacancy amongst the trustees shall be filled up by election at the next General Meeting after the occurrence of such vacancy.
- 8.2 Any trustee may be removed from office by a resolution passed by a simple majority of members present and voting thereon at a General Meeting.
- 8.3 A Trustees shall hold office until he/she is so removed, resigns, or ceases to be a member of the Association.

#### **Article 9. Management of the Trust Fund**

- 9.1 Any invited member can be invited by the Executive Committee to become a Trustee of the Trust Fund.
- 9.2 There shall be no less than four Trust Fund Trustees.
- 9.3 Any Trustee may be removed from office by a resolution passed by a simple majority of other Trustees.
- 9.4 Unless so removed, every Trustee shall hold office until he/she resigns or ceases to be a member of the Association.
- 9.5 Expenditure of Trust funds should be recommended by the Executive Committee but must be approved by the Trust Fund Trustees. Approval by Trustees shall be given by a simple majority.
- 9.6 One member nominated by the Executive Committee shall sit on the Trust Fund for a period of one year. The Executive Trustee may sit on the trust fund in successive years upon re-nomination by the Executive Committee.

#### **Article 10. Common Seal**

- 10.1 The Seal of the Association shall not be affixed to any instrument except by the authority of the Executive and shall be attested by the signatures of the Chairperson and Secretary of the Association.
- 10.2 The Seal should remain in the custody of the Secretary

#### **Article 11. Dissolution**

11.1 The association shall be dissolved if a motion stipulating the dissolution shall be approved by two thirds of all members present at an Extraordinary General Meeting. NOTICE of this meeting shall be given to all Association members at least 30 days before the date of the meeting.

11.2 The dissolution shall be subject to the laws of the country at that time.

11.3 When the dissolution has taken effect the fixed and movable assets together with any cash held by the Association, after having been realised to meet its liabilities, shall be disposed of by the trustees in accordance with the laws of the country and the governing trustees and with the wishes of a majority of the members recorded in a formal motion.

We certify that this is a true copy of the constitution of the above Association

.....

Harry Bea

(Trustee)

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Kido Dalipada

(Trustee)

.....

Henry Seda

(Trustee)

.....

John Aqarao

(Trustee)

.....

Matthew Suka

(Trustee)

.....

Isaac Molia

(Trustee)