

CHARTER AND BYLAWS

Preamble

We, the undersigned representatives of organizations from different regions of Canada, upon hearing and becoming deeply concerned about the human rights situation in the Philippines, realize that this situation is deeply rooted in the Filipino people's long history of colonial and elitist rule. This historical context has resulted in the Philippine state's systematic repression of the Filipino people's collective struggles for their legitimate economic, social and civil-political rights, and rampant gross violations of their human rights.

We commit to continuously campaign and assist the Filipino people in their search for justice, hoping to bring forward their plight to the people of Canada and the rest of the world and in so doing, contribute to the realization of genuine and lasting peace in the Philippines.

We therefore resolve to adopt this Charter and By-Laws and bind ourselves to be governed by its principles and provisions:

ARTICLE I: NAME AND LOGO

Section 1: Name and Seal

- 1.1 The name of the organization shall be the International Coalition for Human Rights in the Philippines - Canada (ICHRP-Canada).
- 1.2 ICHRP-Canada shall have a seal, which shall be in the following form:



ICHRP-Canada
INTERNATIONAL COALITION FOR
HUMAN RIGHTS IN THE PHILIPPINES

ARTICLE II: PURPOSES AND STRATEGIES

Section 1: Aims and Purposes

- 1.1 To unite and promote a common understanding of the human rights situation, context and struggles of the Filipino people to the people of Canada and the international community.
- 1.2 To stimulate, facilitate and coordinate national and international campaigns and undertake definite actions of the aforesaid concern and related issues.
- 1.3 To cooperate with all possible organizations, institutions and personages across Canada in the attainment of the aims and purposes of ICHRP-Canada to realize its aims and purposes and perform its functions.
- 1.4 To raise moral, financial and other material resources to enable ICHRP-Canada to realize its aims and purposes and perform its functions.
- 1.5 To establish meaningful solidarity relations between indigenous peoples of Turtle Island and the Philippines.

Section 2: Strategies and Activities

- 2.1 Rights, education and information dissemination
 - i. Internal orientations and discussions
 - ii. Seminars, film showings, conferences and similar fora
 - iii. Publication and maintenance of a website and social media
 - iv. Maintenance of mailing list
 - v. Exposure programs and International Solidarity Missions to the Philippines
 - vi. Participation in international fora such as People's Tribunals
- 2.2 Lobby work and advocacy
 - i. In the Canadian faith, labour, women, migrant, NGO, student, and education sectors.
 - ii. In the Canadian Parliament and relevant state institutions, such as Global Affairs Canada.
 - iii. In the United Nations institutions and mechanisms.
 - iv. Other relevant state and international bodies.
 - v. Other relevant non-state HR bodies and other institutions
- 2.3 Conduct of coordinated campaigns and actions
 - i. Campaigns against violations of civil and political rights of the Filipino People. Campaigns in furtherance of the people's economic, social and cultural rights.
 - ii. Campaigns resisting foreign intervention and militarism, especially by the US in the Philippines.
 - iii. Campaigns supporting the peace process in the Philippines.
- 2.4 Support and resource generation for victims and survivors of human rights violations as well as for the work of human rights defenders in the Philippines.

2.5 Other forms of activities which may contribute to the furtherance of the objectives and purposes of ICHRP-Canada, such as research projects, conferences, and other social and political actions.

ARTICLE III: NATURE AND MEMBERSHIP

Section 1: Nature

- 1.1 ICHRP-Canada is a Canada-based coalition of organizations which either support or actively campaign for human rights and Filipino people's rights.

Section 2: Member Organizations

- 2.1 Any organization or institution that agrees to adhere to this Charter and Bylaws and pays its annual membership dues as defined in Article VI, Section 1, may be accepted as a Member Organization of ICHRP-Canada.
- 2.2 All Member Organizations shall maintain their independence and initiative and shall accordingly have equal basic rights and responsibilities.
- 2.3 Member Organizations may each send a delegation of at least one person to any General Assembly or meeting, but are entitled to only one voting delegate.
- 2.4 Member Organizations shall make themselves available to the National Council for appointment to certain tasks and duties it may deem necessary.
- 2.5 An application for membership shall be accompanied by the constitution of the organization or a statement of aims and purposes, as well as a brief history of the organization's activities.
- 2.6 An application for membership must be approved by the General Assembly, or the National Council when the General Assembly is not convened.
- 2.7 At any time, any Member Organization may withdraw its membership to ICHRP-Canada by issuing a written notice addressed to the National Council.

Section 3: Individual Members

- 3.1 Interested individuals are encouraged to become a member of an existing Member Organization nearest them, or to form a new organization which can become a Member Organization.
- 3.2 In the case that an interested individual cannot join or form a Member Organization, they may join ICHRP-Canada as a non-voting individual member.

Section 4: Local Coordinating Bodies

- 4.1 At least three member organizations working in proximity to each other may form a Local Coordinating Body, in order to better coordinate local activities.
- 4.2 The Local Coordinating Body does not replace the functionality of the National Council.
- 4.3 Member organizations of a Local Coordinating Body directly affiliate to ICHRP-Canada.

ARTICLE IV: ORGANIZATIONAL STRUCTURE

Section 1: General Assembly, Meetings, and Quorum

- 1.1 The General Assembly is the highest policy-making body of ICHRP-Canada and can amend this Charter and By-Laws by majority vote of the delegates in attendance.
- 1.2 The General Assembly shall be held every two to three years upon the recommendation of the general membership, fixed by the National Council.
- 1.3 The Secretary General shall inform every member and Member Organization in good standing for the time and place of the General Assembly. They shall include a copy of the Charter and Bylaws to be reviewed for suggested amendments. These documents shall be sent at least one month in advance of the General Assembly.
- 1.4 The National Council shall be responsible for overseeing the planning of the General Assembly, including the creation of ad-hoc committees for program creation, fundraising, logistics, and others.
- 1.5 The presence of voting delegates representing not less than fifty (50%) percent of the member organizations shall constitute a quorum and shall be necessary to conduct the business of this organization.

Section 2: National Council

- 2.1 The National Council is the highest authority of ICHRP-Canada in between the meetings of the General Assembly.
- 2.2 The National Council shall have the following tasks and duties:
 - i. Plan and approve the Action Plan in accordance with the General Program of Action.
 - ii. Detail and approve the annual budget and receive annual and periodic financial reports.
 - iii. Create Working Committees, Regional Coordinating Bodies, and task forces in accordance with the Action Plan.
- 2.3 Each member of the National Council shall serve for a term of two to three years. The terms shall be tagged to the General Assembly and until their successor is elected and qualified, or until termination because of death, resignation or disqualification.
- 2.4 The National Council shall meet every two months unless a special meeting is called by an elected officer.
- 2.5 The National Council shall consist of the Chairperson, Vice Chairperson, Secretary General, Treasurer, Committee Leads, Members at Large, and Regional Coordinators, who will perform the following functions:

- i. Chairperson
 - a. The Chairperson is the signatory to statements issued in the name of ICHRP-Canada.
 - b. The Chairperson shall lead the ICHRP-Canada delegation to any international meeting.
 - c. The Chairperson shall preside over the meetings of the General Assembly, National Council, and Executive Committee.
 - d. In coordination with the Secretary General, they shall give and serve all notices to the members of the National Council and the Executive Committee.
 - e. They will be the main spokesperson of ICHRP-Canada but may delegate this responsibility to the Vice Chair or another member as they see fit.
 - f. They shall exercise all duties incident to the office of Chairperson.
- ii. Vice Chairperson
 - a. They shall assist the Chairperson in the performance of their tasks.
 - b. The Vice Chairperson shall, in the event of the absence or inability of the Chairperson to exercise their office, become acting Chairperson of ICHRP-Canada with all the rights, privileges, and powers as if they had been the duly elected Chairperson.
- iii. Secretary General
 - a. They shall keep the minutes and records of ICHRP-Canada in appropriate books.
 - b. They shall give and serve all notices to members of ICHRP-Canada.
 - c. They shall be the official custodian of the records and the seal of ICHRP-Canada.
 - d. They shall present to the membership and or National Council at any meeting any communication addressed to them as Secretary of ICHRP-Canada.
 - e. They shall serve as administrator of the day-to-day operations of the Council and ensure the implementation of the Action Plan.
 - f. They shall supervise the work of the Secretariat.
 - g. They shall attend to all correspondence of ICHRP-Canada and shall exercise all duties incident to the office of Secretary.

- iv. Treasurer
 - a. The Treasurer shall be responsible for the collection of the membership dues and for maintaining bank accounts and records.
 - b. They must develop a budget to support the work of ICHRP-Canada and plan fundraising projects.
 - c. They must be one of the officers who shall sign checks or drafts of ICHRP-Canada.
 - d. They shall render a written account of the finances of ICHRP-Canada and shall report on the same to the General Assembly and National Council.
 - e. In the instance of not identifying and electing a member to the position of the Treasurer, the roles and responsibilities shall be absorbed by the Secretary General with the support of the rest of the Secretariat.
 - f. They shall exercise all duties incident to the office of the Treasurer.
- v. Regional Coordinators
 - a. A Region is a geographical area within Canada. The list of Regions shall be determined by the General Assembly.
 - b. Each Region shall have a Regional Coordinator, who is elected to the National Council as decided or nominated by the region's caucus during the General Assembly.
 - c. They shall oversee and coordinate the work of their respective Region.
 - d. They shall disseminate any information provided by the Secretary General to their local organizations in a timely manner.
 - e. They will regularly meet with and report to the Secretary General.
 - f. If they are unable to attend a National Council meeting, they may appoint another member from their Region to sit in on the meeting.
- vi. Committee Leads
 - a. Each Working Committee shall have a Committee Lead.
 - b. In the case that the General Assembly does not elect a Committee Lead for a Working Committee, the National Council shall appoint one.
 - c. They shall sit on the Executive Committee to support the work of the National Council.
 - d. They must delegate a member of their Working Committee in lieu of their absence to a meeting of the National Council or Executive Committee.

- vii. Members At Large
 - a. A Member At Large is an esteemed individual who will represent their organization and support the work of the National Council.
 - b. Their organization must be a Member Organization of ICHRP-Canada.
 - c. A minimum of two Members At Large will sit on the Council.
 - d. In the case that the General Assembly does not elect both Members At Large, the National Council shall appoint one.
- 2.6 The National Council may make such rules and regulations covering its meetings as it may in its discretion determine necessary.
- 2.7 Any vacancy in the National Council will be filled by the alternates in the order of the highest votes received.
- 2.8 A National Council member may be suspended or removed with cause by a vote of a majority of the National Council. They may only be removed with cause after reasonable notice and opportunity to be heard.
- 2.9 A National Council member may resign by delivering their written resignation to the Executive Committee at its scheduled meeting, or to the Chairperson. Such resignation shall be effective upon receipt (unless specified to be effective at some other time) and acceptance thereof shall not be necessary to make it effective unless it so states.
- 2.10 Upon the resignation of a Council member, the National Council will identify and appoint someone to replace the vacant position in a timely manner.
- 2.11 An elected officer may run for no more than two terms in a row unless approved by the National Council under special circumstances (ie. No contestation of the position).

Section 3: The Executive Committee

- 3.1 The Executive Committee shall act as the decision-making body in between meetings of the National Council and shall execute the decisions and plans approved by the National Council.
- 3.2 The Executive Committee shall be composed of the Chairperson, Vice-Chairperson, Secretary General, Treasurer, and Committee Leads.
- 3.3 The Executive Committee shall meet once a month to support the work of the National Council, unless a special meeting is called by an elected officer.

Section 4: The Secretariat

- 4.1 The Secretariat shall act as a working body to guide the campaigns, communications, expansion, organization-building, and alliance-building of ICHRP-Canada.

- 4.2 The Secretariat shall be composed of the Chairperson, Vice Chairperson, and Secretary General.
- 4.3 The Secretariat shall meet on a regular basis to carry out the work of the National Council.

Section 5. Working Committees

- 5.1 A Working Committee may be created as decided by the National Council to support the needs of ICHRP-Canada.
- 5.2 Each Committee will determine a Lead representative to sit on the National Council and will also be a member of the Executive Committee.
- 5.3 Each Working Committee will take minutes and centralize to the Secretary General for record keeping.

ARTICLE V: VOTING AND ELECTIONS

- 1.1 Members should strive for consensus, but final decisions on any matter, including elections, shall be made by majority vote (50% + 1 vote).
- 1.2 At all meetings, votes shall be cast by voice, and results shall be documented in the meeting minutes.
- 1.3 At any regular or special meeting, if a majority so requires, any question may be voted upon by anonymous ballot.
- 1.4 At all votes by ballot, the Chairperson of such meeting shall prior to the commencement of balloting, appoint a committee of three who shall act as Inspectors of Election who shall, at the conclusion of balloting, certify in writing to the Chairperson the results.
- 1.5 No Inspector of Election shall be a candidate for office or shall be personally interested in the question voted upon.
- 1.6 Voting by proxy is allowed upon presentation of a valid letter of authorization from the member organization to the Committee for Elections.
- 1.7 The members of the National Council shall be elected at the General Assembly by majority vote of the voting delegates of present Member Organizations.
- 1.8 Election to the National Council in absentia is allowed upon presentation of an official organizational nomination of the individual representative and concurrent submission to the Executive Committee of valid reason for their absence, duly vouched for by the member organization.

ARTICLE VI: DUES AND FINANCES

- 1.1 The dues of ICHRP-Canada for each Member Organization shall be 250 CAD per annum for institutional Member Organizations and 150 CAD per annum for other Member Organizations, and shall be payable during the second quarter (April to June) of each year.
- 1.2 All financial transactions shall be presented to and approved by the Executive Committee.
- 1.3 The Executive Committee shall hire and fix the compensation of any and all staff members, which they in their discretion may determine to be necessary for the conduct of the work of ICHRP-Canada. The corresponding budget shall be discussed and approved by the National Council.
- 1.4 Audits of ICHRP-Canada's finances shall be determined (as necessary) by the Executive Committee and contracted by the Secretariat.

ARTICLE VII: AMENDMENTS

These By-Laws may be altered, amended, repealed or added to at the General Assembly by majority vote of the voting delegates of present Member Organizations.

ARTICLE VIII: EFFECTIVITY

These By-Laws shall take effect immediately upon approval and adoption at the constituent meeting of the Canadian Assembly October 22, 2021 in Vancouver, British Columbia, Canada.

Final ICHRP Canada By Laws

Approved and finalized by the National Council _____