

CHARTER AND BY-LAWS
of the International Coalition for Human Rights in the Philippines (ICHRP)
as amended 22 July 2016

PREAMBLE:

We, the undersigned representatives of organizations from different regions of the globe, hearing about and becoming deeply concerned about the human rights situation in the Philippines, realizing that this situation is deeply rooted in the Filipino people's long history of colonial and elitist rule thereby resulting 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 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, LOGO AND NATURE OF ORGANIZATION

Section 1: Name and Logo

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



The organization may at its pleasure by a 2/3 vote of the membership body change its name.

ARTICLE II: PURPOSES AND STRATEGIES

Section 1. The aims and purposes of the ICHRP shall include the following:

- 1.1. To unite and promote a common understanding of the human rights situation, context and struggles of the Filipino people to the international community,
- 1.2. To stimulate, facilitate and coordinate international campaigns and undertake definite actions on the aforesaid concern and related issues,
- 1.3. To cooperate with all possible organizations, institutions and personages in the attainment of the aims and purposes of the coalition,
- 1.4. To raise moral, financial and other material resources to enable the coalition to realize its aims and purposes and perform its functions.

Section 2. The Strategies and activities of the ICHRP shall include the following:

2.1. Rights education and information dissemination:

- A. Internal orientations and discussions
- B. Conduct seminars, film showings, conferences and similar fora
- C. Publication and maintenance of a website
- D. Maintenance of Information List serves
- E. Exposure programs and International Solidarity Missions (ISM) to the Philippines

2.2. Lobby work and advocacy:

- A. In the United Nations institutions and mechanisms
- B. Regional and country parliaments, relevant state institutions
- C. Other relevant state and international bodies
- D. Other relevant non-state human rights bodies and other institutions

2.3 Conduct of coordinated campaigns and actions:

- A. Campaigns against violations of civil and political rights of the Filipino people (i.e. Stop the Killings Campaign, Stop Enforced Disappearances, Free All Political Prisoners, etc.)
- B. Campaigns in furtherance of the people's economic, social and cultural rights (Land rights, Workers rights, Women's rights, Children's rights, Right to abode, Migrant and

refugee rights, etc.)

C. Campaigns resisting foreign intervention and militarism especially by the US in the Philippines

D. Campaigns supporting the peace negotiations 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 the Coalition (research projects, conferences and other social and political action)

ARTICLE III: NATURE AND MEMBERSHIP

1. The ICHRP is a Global Coalition of organizations based and/or operating outside of the Philippines, campaigning for human rights and Filipino people's rights.

2. Any mass organization or institution that agrees to adhere to this Charter and By-laws and pays its annual membership dues as defined in Article VI. Section 1.1, may be accepted as a member organization of the ICHRP.

2.1. All member organizations shall maintain their independence and initiative and shall accordingly have equal basic rights and responsibilities.

2.2. Member organizations may each send a delegation of at least one person to any ICHRP Assembly or meeting but are entitled to only one voting delegate.

2.3. Member organizations may nominate their individual representative to the Global Council and shall be co-responsible for the conduct and performance of the tasks/duties of their representative in the Global Council.

2.4. Member organizations shall make themselves available to the Global 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 have the recommendation of a member organization in good standing and must be approved by the ICHRP Assembly or the Global Council in its formal meeting (when the General Assembly is not convened).

2.7. Any member organization may at any time withdraw its membership to the Coalition by issuing a written notice addressed to the Global Council.

3. On Individual members:

3.1. An individual is automatically a member of the Coalition if he/she is a duly recognized member of the organization which is a member of the ICHRP.

3.2. Interested individuals are encouraged to become a member of an existing member organization nearest to him/her OR take direct contact with the secretariat for possible opportunities to assist in the work of the organization

ARTICLE IV: ORGANIZATIONAL STRUCTURE

Section 1: General Assembly, Meetings and Quorums

- 1.1. The General Assembly is the highest policy making body of the ICHRP and can amend this Charter and By-Laws by majority vote of delegates in attendance.
- 1.2. The General Assembly shall be held every three to four years upon the recommendation of the general membership, fixed by the Global Council.
- 1.3. The General Secretary shall cause to be mailed or emailed to every member in good standing at his address as it appears in the membership roll book in this organization a notice telling the time and place of the General Assembly.
- 1.4. Regular meetings of this organization shall, likewise, be set by the members and fixed by the Global Council.
- 1.5. The presence of not less than fifty (50%) percent of the members shall constitute a quorum and shall be necessary to conduct the business of this organization

Section 2: Global Council (GC)

- 1.1. The Global Council is the highest authority of the Coalition in between General Assemblies.
- 1.2. Number and Election: The Global Council is composed of 11 members to be chosen for the ensuing periods at the General Assembly of this organization in the manner described in Article V. Voting and Election, Section 1.1.
- 1.3. Tenure: They shall serve for a term of 3-4 years. The terms shall be tagged to the General Assembly which is no later than 4 years and until his/her successor is elected and qualified, or until termination because of death, resignation, or disqualification
- 1.4. Officers: The Global Council members shall elect among themselves the Chairperson, Vice Chairperson, General Secretary, Deputy Secretary, Treasurer and a Spokesperson to perform the following functions:
 - ⤴ Chairperson
 - ⤴ The Chairperson is the signatory to statements issued in the name of the ICHRP
 - ⤴ The Chairperson shall lead the ICHRP delegation to any international meeting
 - ⤴ The Chairperson shall preside over the meetings of the Global Council and the General Assembly
 - ⤴ The Vice Chairperson shall in the event of the absence or inability of the Chairperson to exercise his/her office become acting chairperson of the organization with all the rights, privileges and powers as if he had been the duly elected Chairperson. He/She shall assist the Chairperson in the performance of his/her task.

⤴ General Secretary

- ⤴ He/She shall keep the minutes and records of the organization in appropriate books.
- ⤴ He/She shall give and serve all notices to members of the organization.
- ⤴ He/She shall be the official custodian of the records and seal of the organization.
- ⤴ He/She shall present to the membership and or Global Council at any meetings any communication addressed to him as Secretary of the organization.
- ⤴ He/She shall attend to all correspondence of the organization and shall exercise all duties incident to the office of Secretary.
- ⤴ He/She, in cooperation with the Coordinator, shall supervise the work of the Secretariat

⤴ Deputy Secretary

- ⤴ The Deputy Secretary shall in the event of the absence or inability of the General Secretary to exercise his/her office become acting Secretary of the organization with all the rights, privileges and powers as if he had been the duly elected General Secretary. He/She shall assist the General Secretary in the performance of his/her task.

⤴ Treasurer

- ⤴ The Treasurer shall be responsible for the collection of Affiliation Fees or membership dues and for maintaining bank accounts and records
- ⤴ He/She must be one of the officers who shall sign checks or drafts of the organization.
- ⤴ He/She shall render a written account of the finances of the organization and shall report on the same to the General Assembly and Global Council
- ⤴ He shall exercise all duties incident to the office of Treasurer.

⤴ Spokesperson

- ⤴ May be the Chairperson or another member of the Global Council duly appointed by the Global Council or Standing Committee

1.5. Officers shall by virtue of their office be members of the Standing Committee.

1.6. The Global Council may make such rules and regulations covering its meetings as it may in its discretion determine necessary.

1.7. Any vacancy in the Global Council will be filled by the alternates in the order of the highest votes received.

1.8. Suspension or Removal. A Global Council member maybe suspended or removed with cause by a vote of a majority of the Global Council. He /She may only be removed with cause after reasonable notice and opportunity to be heard.

1.9. Resignation. A Global Council member may resign by delivering his/her written resignation to the Chairperson, Treasurer or General Secretary to its scheduled meeting or to its principal office. 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.

- 1.10. Collectively, the Global Council shall have the following tasks and duties:
- 1.10.1. Plan and approve the Action Plan in accordance with the General Program of Action (GPOA).
 - 1.10.2. Detail and approve the annual budget and receive annual and periodic financial reports.
 - 1.10.3. Create working committees and task forces in accordance with the Action Plan.

Section 3: The Standing Committee

- 1.1. The Standing Committee shall be composed of the Chairperson, Vice-Chairperson, General Secretary, Deputy Secretary, the Treasurer and their appointed Coordinator as an ex-officio member.
- 1.2. The Standing Committee shall act as the representative body in between meetings of the Global Council and shall execute the decisions and plans approved by the Global Council.

Section 4: The Coordinator

- 1.1. The Coordinator shall be duly appointed by the officers of the Global Council and together with the General Secretary, compose a Secretariat, which shall assist him/her in running the day-to-day affairs of the organization and implementing its programme.
- 1.2. The Coordinator shall serve for a term of three to four years, without prejudice to re-appointment
- 1.3. The Coordinator shall have the following tasks and responsibilities:
 - 1.3.1. He/She shall serve as administrator of the day-to-day operations of the office and ensure the implementation of the Action Plan
 - 1.3.2. He/She shall sit in the Standing Committee as an ex-officio member
 - 1.3.3. At each meeting of the Standing Committee, he/she shall render a report on the state of the organization and its work.
 - 1.3.4. He/She shall have the power to appoint and remove staff in accordance with personnel policies and procedures.
 - 1.3.5. In coordination with the General Secretary, he/she shall give and serve all notices to the members of the Global Council and the Standing Committee.
- 1.4. He/She shall perform all duties and functions incident to the head of the Secretariat and office of the Coordinator.
- 1.5. Basing operations of the Coordinator's and Secretariat's office shall be subject to the decision and periodic review by the Global Council.

Section 5: Secretariat

The Secretariat, headed by the Coordinator, shall be composed and maintained to assist

the Coordinator in the daily implementation of the organization's plans, management of the organization and facilitation of coordination among its members and with other networks.

The Secretariat will be composed of people appointed by any organization that is a member of the coalition. The Secretariat will work closely with the Coordinator in the daily accomplishment of the coalition's tasks and plans.

Specifically, the Secretariat aims to do the following:

Daily implementation of tasks. The Secretariat assists the Coordinator in terms of technicality, logistics and coordination the daily implementation of tasks and plans agreed upon in the last General Assembly.

Coordination and communication. The Secretariat facilitates coordination and communication among officers and members of the organization. This can be done through constant information updates through email, scheduling online and face-to-face consultations among members or various committees that may have been formed within the organization, following up on individuals or groups in terms of fulfillment of tasks or commitments. The Secretariat also helps in managing the e-group or any email group that the organization has created, including adding/deleting members, changing email addresses, managing emails and email receptions.

Facilitation and documentation of meetings. The Secretariat ensures facilitation of meetings (of various forms) of the Global Council (and possibly other relevant groups within the organization which the Global Council members are a part of) whether online or face-to-face. Conducts documentation of the meetings (written and, if possible, video or visual).

Writing of statements and position papers. The Secretariat assists in writing media statements, position papers and articles for the organization based on the discussions and unities agreed upon by the organization and/or its officers. It also helps in circulating these documents to the media, members and other relevant agencies once the final draft has been approved.

Managing the website and social media. The Secretariat manages any existing online sites that the organization may have. In the absence of a website manager, the Secretariat updates and regularly checks on the website and other social media networks that the organization may have (i.e. Facebook page, Twitter, etc.)

Preparations for regional/international activities. The Secretariat helps the Coordinator in the over-all preparation of any determined regional or international activity. Should the activity be held outside the office where the Coordinator resides, the main organization in that determined country or region takes the lead in the preparation but in coordination with the Secretariat, but under the guidance of the Coordinator and the Global Council.

A pool of volunteers may be organized and maintained to assist the coordinator and the secretariat in its work

Section 6: Patrons and Sponsors

Patrons are eminent persons willing and actually supporting (in moral, material or financial form) the work of the organization.

Sponsors are individuals or organizations financially supporting any part of the work of the

organization.

Section 7: Country or Regional Structures

Members based and working in specific countries or global regions may come together and form country chapters, coordinating committees or task forces as they deem fit in order to amplify the coalition's program, calls and actions.

ARTICLE V: VOTING AND ELECTIONS

1.1. At all meetings, except for the election of the Global Council (GC), all votes shall be by voice. For election of the GC, ballots shall be provided and there shall not appear any place on such ballot that might tend to indicate the person who cast such ballot.

1.2. At any regular or special meeting, if a majority so requires, any question may be voted upon in the manner and style provided for in the election of officers.

1.3. 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" and who shall, at the conclusion of such balloting, certify in writing to the Chairperson the results and the certified copy shall be physically affixed in the minute book to the minutes of that meeting.

1.4. No inspector of election shall be a candidate for office or shall be personally interested in the question voted upon.

1.5. Voting by proxy is allowed upon presentation of a valid letter of authorization from the member organization to the Committee for Elections.

1.6. Election to the Global Council in absentia is allowed upon presentation of an official organizational nomination of the individual representative and concurrent submission to the Committee for Elections of valid reason for his/her absence, duly vouched for by the member organization.

ARTICLE VI: DUES AND FINANCES

1.1. The dues of this organization shall be

\$ 100: for members coming from OECD countries (AUSTRALIA, AUSTRIA, BELGIUM, CANADA, CHILE, CZECH REPUBLIC, DENMARK, ESTONIA, FINLAND, FRANCE, GERMANY, GREECE, HUNGARY, ICELAND, IRELAND, ISRAEL, ITALY, JAPAN, KOREA, LUXEMBOURG, MEXICO, NETHERLANDS, NEW ZEALAND, NORWAY, POLAND, PORTUGAL, SLOVAK REPUBLIC, SLOVENIA, SPAIN, SWEDEN, SWITZERLAND, TURKEY, UNITED KINGDOM, UNITED STATES)

or \$50: for members coming from non-OECD countries

per annum and shall be payable on the start of the third quarter of every year (July).

1.2. Salaries and Allowances. The Standing 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 the organization. The corresponding budget shall be discussed and approved by the Global Council.

1.3. The Coordinator shall periodically report all the financial transactions of the office of the Secretariat to the Treasurer.

1.4. Audits of the organization's finances shall be determined (as necessary) by the Standing Committee and contracted by the Secretariat.

ARTICLE VII: AMENDMENTS

These By-Laws may be altered, amended, repealed or added to by a 2/3 affirmative vote of total membership.

ARTICLE VIII: EFFECTIVITY

These By-Laws as amended shall take effect immediately upon approval and adoption at the constituent meeting of the **General Assembly, 21-22 July 2016, in Davao City, Philippines.**

Document Finalized by the Global Council as of December 9, 2016