

CHAPTER IV. MEMBERSHIP

SECTION 1. QUALIFICATIONS FOR MEMBERSHIP

To qualify for CARE MBA's membership, applicant must be:

1. Applicants must be at least 18 years old but not more than 65 years old as of the enrollment date. Nonetheless, existing members beyond 65 years old will be accepted.
2. He/She must be a member of the partner-organizations of CARE MBA, INC. personnel and staff of partner-organizations of CARE MBA, INC.; and personnel and staff of CARE MBA, INC. and other accredited organized groups
3. Only those applicants who can meet all of the requirements stated in the prescribed application form shall be eligible for membership.

SECTION 2. RIGHTS OF MEMBERS

A member shall have the following rights:

1. To exercise the rights to vote on all matter relating to the affairs of the CARE MBA, INC.;
2. To be eligible to any elective or appointive office of the CARE MBA, INC.;
3. To participate in all deliberations/annual meetings of the CARE MBA, INC.;
4. To avail of all the facilities of the CARE MBA, INC.;
5. To examine all the records or books of the CARE MBA, INC. during business hours.

SECTION 3. DUTIES AND RESPONSIBILITIES OF MEMBERS

A member shall have the following duties and responsibilities:

1. To obey the by-laws, rules and regulations of CARE MBA, INC. and those that it may promulgate from time to time;
2. To attend all meetings that may be called by the Board of Trustees;
3. To pay membership dues and other assessments of the CARE MBA, INC.
4. To participate in the governance directly and indirectly of the CARE MBA, INC. and to protect the funds thereof;
5. Continuously give suggestions and comments on how to better run the CARE MBA, INC.

SECTION 4. VOTING RIGHTS OF MEMBERS

CARE MBA, INC. respects the rights of members to have a say and meddle in the governance and management of the Association. All CARE MBA members through their representatives shall have the right to participate and vote in its annual General Assembly. They also have the right to elect, remove, and replace a Trustee. Members can vote on certain Association acts, such as changes or amendments to the organization's bylaws and articles of incorporation, lease, exchange, transfer, mortgage, pledge or disposition of all or substantially all of the association's property and assets as provided in the Corporation Code of the Philippines. Members of CARE MBA, Inc. also have the power to appoint the External Auditor during its Annual General Meeting.

SECTION 5. RIGHT TO INFORMATION

Members shall be provided, upon request, the information about the Association's governance, Board of Trustees roles and responsibilities and partnership made with Cooperatives and other organized groups.

CARE MBA members shall have access to any information relating to operations of the Association. Disclosure/ transparency is a must, significant information like manuals, policies, minutes of AGM and annual report should be available to all members via CARE MBA's official website.

SECTION 6. OTHER MEMBERS BENEFITS

As defined in the Insurance Code, A mutual benefit association shall maintain free and unassigned surplus not more than twenty percent (20%) of its total liabilities as verified by the Commissioner. Any amount in excess shall be returned to the members by way of dividends, enhancing the equity value or providing benefits in kind and other relevant services. In addition, subject to the approval of the Commissioner, a mutual benefit association may allocate a portion for capacity building and research and development such as developing new products and services, upgrading and improving operating systems and equipment and continuing member education.

SECTION 7. NOTICE OF ANNUAL GENERAL MEETING

Accurate and timely information shall be made available to KMBA members prior to Annual General Meeting to enable them to make sound judgment on all matters that will be brought to their attention for consideration and/or approval. The Board Secretary shall issue the Notice of Annual General Meeting at least twenty eight (28) days before the date of AGM. The notice of AGM shall include the date and time of meeting and the proposed agenda. The place of AGM must be accessible to the members. CARE MBA, Inc. must ensure that the notice of AGM should reach all its members the notice of AGM must be posted in the website.

SECTION 8. ANNUAL GENERAL MEETING

The Board should be transparent and fair in the conduct of the annual and meetings of the association. The members should be encouraged to personally attend such meetings. If they cannot attend, they should be apprised ahead of time of their right to appoint a proxy. Subject to the requirements of the bylaws, the exercise of that right shall not be unduly restricted and any doubt about the validity of a proxy should be resolved in the member's favor.

It is the duty of the Board to promote the rights of the members, remove impediments to the exercise of those rights and provide an adequate avenue for them to seek timely redress for breach of their rights.

The Board should take the appropriate steps to remove excessive or unnecessary costs and other administrative impediments to the members' meaningful participation in meetings, whether in person or by proxy. Accurate and timely information should be made available to the members to enable them to make a sound judgment on all matters brought to their attention for consideration or approval.

Although all members should be treated equally or without discrimination, the Board should give members the right to propose the holding of meetings and the items for discussion in the agenda that relate directly to the business of the association.

1. BACKGROUND INFORMATION ON AGENDA

The notice of Annual General Meeting shall include background information or explanation as to the rationale for each agenda item. Members' approval is being sought and all other details relevant to the members' proper consideration of the proposal.

2. DISSEMINATION OF PROPOSED RESOLUTIONS

Full and accurate copies of formal resolutions being put forward for adoption by members shall be provided to them as attachments to the notice of AGM. To publicize to CARE MBA's members, they can find all the attachment to the Association's website.

3. PROXY VOTERS' FORM AND ELECTION DOCUMENTS

The proxy statement and election materials are being coordinated by Board Secretary and the Nomination and Election Committee. The proxy statement is attached in the notice of AGM and the election materials are being distributed to the members through their respective representatives. The aforementioned documents are also posted in the Association's website.