



JOINAS SACCO SOCIETY LIMITED
P.O. BOX 669-00219
KARURI
TEL. 020 207 1289/0721 175 585
Email: info@joinassacco.com
www.joinassacco.com

ELIGIBILITY TO BE ELECTED INTO THE MANAGEMENT AND SUPERVISORY COMMITTEE

3.1 The eligibility criteria shall be in compliance with the Cooperative Societies Act & Rules, SASRA Guidelines, Joinas DT Sacco by-laws, and this electoral policy in that order, and in addition, the process shall have the following requirement:

3.2 No person shall be eligible as a member of the Board if he:-

- (a) is not a member of the co-operative society
- (b) Is under eighteen years of age
- (c) Is unable to read, write and understand English language (To provide O-Level certificate as per the By-laws).
- (d) Receives any remuneration, salary or other payment from the co-operative society save in accordance with this By law and the Act
- (e) Is a board member in two other co-operative societies or in another regulated Sacco
- (f) Being a member of a co-operative society that lends money to its members or lends money on his own account
- (g) Has not, within thirty days of being appointed declared his wealth to the commissioner in the prescribed manner
- (h) Is an un-discharged bankrupt
- (i) Is of unsound mind
- (j) Has been adversely named by the commissioner in an inquiry report adopted by a general meeting for mismanagement or corrupt practices while a member of the committee
- (k) Has been convicted of any offence involving dishonesty or is sentenced to imprisonment for a term exceeding three months (To provide a certificate of good conduct)
- (l) Has been removed from public office on disciplinary action.

- (m) Is an official of or holds a political office at any level
- (n) Has not duly executed the Fit and Proper Test form as provided in the Regulations
- (o) Has any undeclared debt owing to a co-operative society at the end of its financial year other than in respect of a loan under the provision of any rules made under this Act
- (p) Is a person against whom any amount of money is due under a decree, decision or order or his pending recovery under this Act.
- (q) Has less than Ten shares (10) worth Five Hundred (500) shillings in BOSA and Twenty shares (20) worth Five Hundred (500) shillings in FOSA shares
- (r) Is not an active member of society for the immediate past two consecutive years (paid a minimum saving of 1000/= every month for the last two years).
- (u) He/ She had voluntarily retired and received the retirement package.
- (w) Holds deposits less than the average member savings at a given time based on the active members or as may be decided from time to time by the Annual General Meeting;
- (x) Person has been a supervisory committee member of the society within two years preceding the date of anticipated election.
- (y) Is delinquent on loans with the SACCO society for more than 60 consecutive Days in the last two years prior to the elections.
- (z) has inadequate knowledge and experience in cooperative affairs, and most specifically knowledge of the regulated Sacco operations and the Sacco system with its associated risks
- (zz) is not compliant with Chapter six (6) of the Constitution of Kenya – leadership and integrity (To provide Tax Compliance Certificate)



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3.3 Any serving management and supervisory committee member who loses the above qualifications ceases to be a committee member with immediate effect.

3.4 For inclusivity of all, the Society encourages gender and youth involvement in the board provided the person meets the eligibility criteria.

CANDIDATES APPLICATION REQUIREMENTS

7.1 Any member of the SACCO who is eligible to contest as a management or supervisory committee member and who meets the set criteria shall forward the application form together with the following to the office of the manager addressed to the vetting committee;

- a) Duly filled nomination form
- b) Copies of academic and professional certificates (O level certificate, Tax Compliance and Good Conduct certificates)
- c) Copy of ID

7.2 The SACCO Manager shall provide the vetting committee BOSA statements for the preceding twenty-four months for the vying candidates.

7.3 The applicant or his/her nominated agent shall acknowledge the submission of the documents by appending his/her signature to the nomination register. Similarly, the office of the manager shall acknowledge receipt of the same.

7.4 Retiring board members and supervisory committee members who are eligible for re-election shall fill out the election form, attach relevant documentation and resubmit afresh.



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Interested persons are required to present a handwritten application letter attaching a **copy of ID, KRA Pin, Certificate of Good Conduct, Tax Compliance Certificate and O-Level Certificate**. They will also be required to collect a nomination form from the office at a **non- refundable fee of Kshs.240** and **return the same on or before 5th May 2025 by 4pm**. Members are also required to acquaint themselves with the provisions of clause 36 of the Society By-Laws currently in force and also the newly adopted Election Policy.