

GOVERNMENT NOTICE NO ..... Published on.....

THE TANGANYIKA LAW SOCIETY ACT  
(CAP 307 R.E.)

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REGULATIONS  
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*Made under sections 26 and 31(1) (f), (g) and (h)*  
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THE TANGANYIKA LAW SOCIETY (GENERAL MEETINGS)  
REGULATIONS, 2008

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SCHEDULE  
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Citation	1. These Regulations may be cited as the Tanganyika Law Society (General Meetings) Regulations, 2008.
Interpretation	2. Unless the context otherwise requires- "Act" means the Tanganyika Law Society Act; " Council" means the Council of the Tanganyika Law Society; "member" means an advocate who is a member of the Society other than a member registered under section 8 of the Act; <b>"non practising member" means a member</b>

	<p><b>registered under section 8 of the Act;</b>  "President" and "Vice President" means respectively the President and Vice-President of the Society;  "Society" means the Tanganyika Law Society.</p>
	<p><b>"Secretary" means the Chief Executive Officer of the Secretariat of the Society.</b></p>
Ordinary general meetings	<p>3. There shall be convened by the Council in every calendar year an ordinary annual general meeting in any case not later than three months after the financial year ending 31 December and an ordinary half-annual general meeting of the members of the Society at such venue and on such date as shall be determined by the Council.</p>
Conditions for extraordinary meeting	<p>4. Where it deems it necessary or expedient in the interest of the Society, the Council may convene an extraordinary general meeting of the members at any time in addition to the annual and half-annual general meetings prescribed under Regulation 3.</p>
Conditions for requisitioning general meeting	<p>5. (a) In the event any twenty or more members desire to move the Council to call up a general meeting of the Society, they shall subscribe to a memorandum requesting such meeting and specifying the subject-matter and particulars thereof addressed to the Council.  (b) The memorandum shall state the date of the proposed meeting not being less than sixty days from the date of the memorandum.  (c) Upon receipt of the memorandum by the Secretariat the Council shall sit as soon as practicable to consider the memorandum and if satisfied with the need for the meeting shall arrange to convene the meeting requested by members pursuant to this Regulation.  (d) Where the Council refuses or fails within three weeks to issue a notice of the proposed meeting pursuant to the request made under paragraph (a), the requesting members may themselves send invitations to the members through the Secretariat.</p>
Meetings to be notified through Secretariat	<p>6. Notice of every general meeting shall be made by the Secretariat on the instructions of the Council and shall be communicated to all members of the Society not less than twenty one days before the date of the meeting:  Save that a requisitioned meeting shall be notified at least sixty days before the intended date of the meeting.</p>
Proceedings of meetings	<p>7. (1) Every general meeting of the Society shall be chaired by the President or the Vice President in the absence of the President.  (2) In the event both the President and Vice President are absent the meeting, the Hon treasurer shall act Chairman <i>pro tempore</i>.  (3) The meeting shall be called to order when the</p>

	Secretariat announces a quorum of the members present including the proxies if any.
Quorum for general meetings	<p>8. (1) The quorum for every annual general meeting of the members of the Society shall be two hundred members attending in person or by proxy.</p> <p>(2) One hundred and fifty members shall form a quorum for the half annual general meeting.</p> <p>(3) In the event of an extraordinary and requisitioned general meeting the quorum shall be one hundred and three hundred (quorum should be higher for extra-ordinary meeting)</p>
Record of attendance, proxies and resolutions	<p>9. (1) The Secretariat under the guidance of the Council shall issue the agenda and the notice of every meeting, and shall keep proper minutes of all general meetings, and shall maintain a record of the members attending every such meeting, including members attending by proxy.</p> <p>(2) There shall be kept by the Secretariat duly dated a memorial of all resolutions of the general meetings of the Society in the form of minutes.</p> <p>(3) A proxy shall be submitted on Form TLS No.1 set out in the Schedule.</p> <p>(4) A proxy to be valid shall bear the applicable stamp duty or endorsement and shall be sent so as to reach the Secretariat at least seven days before the meeting.</p>
Voting at meetings and mode of voting	<p>10. (1) Any matter which needs to be decided by the general meeting shall be carried either by a show of hands or by casting ballot papers (2) Ballot papers for the purpose of this Regulation shall be on Form TLS No.2 set out in the Schedule.</p> <p>(3) Honorary members and members who are disqualified shall not be entitled to vote.</p> <p>(4) For the purpose of this Regulation a member under disciplinary action, suspended or otherwise disabled shall be deemed to be disqualified.</p> <p><b>(5) In the event of an equality of votes the Chairperson shall have a casting vote in addition to his deliberative vote.</b></p>
Business of general meeting	<p>11. The main business transacted at a general meeting shall be to review and deliberate on-</p> <p>(1) the report of the activities of the Council,</p> <p>(2) the reports of the Committees of the Society,</p> <p>(3) the report of the Hon. Treasurer of the Society, and</p> <p>(4) any other matter notified to the Secretariat in advance for which advance notice of two weeks has been given and with leave of the Chair.</p>

Compulsory attendance of meetings	<p>12. (1) Every member of the Society shall attend in person or by proxy every general meeting convened through the Secretariat subject to the provisions herein contained.</p> <p>(2) No member shall attend by proxy more than two consecutive general meetings without a justifiable excuse save as permitted under these Regulations.</p> <p>(3) Honorary members, non-practising advocates and members who have attained the age of sixty five years shall be exempted from compulsory attendance of general meetings of the Society.</p>
justifiable excuses for non-attendance	<p>13. A member shall be excused from attending a general meeting on any of the following grounds, that is to say:</p> <p>(1) serious sickness,</p> <p>(2) apology for a reasonable cause notified in advance to the Secretariat,</p> <p>(3) the occurrence of an emergency notified as soon as possible before the meeting, or</p> <p>(4) suspension or disciplinary action by the Society or the Advocates Committee.</p>
Consequences for non-attendance	<p>14. (1) The Secretariat shall issue to every member who has absented himself from a general meeting without a justifiable excuse a notice to show cause why disciplinary action should not be taken against him.</p> <p>(2) A notice issued under sub-regulation (1) shall be substantially in the form set out on Form No. TLS No. 3 of the Schedule, and the member concerned shall be required to respond within thirty days from the date of receipt of the notice.</p>
Penalty for unjustified absenteeism	<p>15.(1) If after thirty days the member to whom a notice has been issued under Regulation 14 fails to respond or does not offer a satisfactory explanation in terms of these Regulations, the Secretariat shall make a report to the President for an appropriate action under these Regulations.</p> <p>(2) The Council, after receipt of the report from the Secretariat may give a written warning to the member, or order the member to be suspended for a period not exceeding three months, or may recommend disciplinary action by the Advocates Committee under the provisions of the Advocates Act: Provided that the Council shall afford an opportunity to the member to be heard before ordering punishment.</p> <p>(3) A report of the penalty or other disciplinary steps taken against the member shall be tabled before the following annual general meeting of the Society.</p>
Review of penalty	<p>16. (1) Any member aggrieved by the penalty imposed on him under these Regulations may petition for a review by the Council within thirty days of the verdict complained of.</p>

	<p>(2) The petition shall state in concise terms the grounds of the petition.</p> <p>(3) The panel for reviewing a penalty meted out under these Regulations shall consist of three members of the Council.</p> <p>(4) The decision made under sub regulation (3) shall be final.</p>
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SCHEDULE

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TANGANYIKA LAW SOCIETY (GENERAL MEETINGS) REGULATIONS,  
2008

Form No. TLS 1

PROXY FORM  
*Regulation 8 (3)*

I.....of Post Office Box.....  
being a member of the Tanganyika Law Society hereby appoints  
Mr/Miss/Mrs.....of Post Office Box.....  
..... an advocate as my proxy to vote for me on my behalf at the  
annual/half annual/extraordinary/requisitioned general meeting of the  
Society to be held on the .....day of....., and at any adjournment thereof.  
Signed this.....day of.....20...

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- THE TANGANYIKA LAW SOCIETY (GENERAL MEETINGS) REGULATIONS,  
2008

Form No. TLS 2

COMPOSITE BALLOT PAPER  
*Regulation 9(2)*  
PART I

**ELECTION OF COMMITTEES-YEAR.....**

**HUMAN RIGHTS COMMITTEE**

Serial number	CURRENT MEMBERS- YEAR.....	NEW MEMBERS- YEAR.....

**LEGAL AID COMMITTEE**

Serial number	CURRENT MEMBERS-YEAR.....	NEW MEMBERS-YEAR.....

**STANDING AND LOBBYING COMMITTEE**

Serial number	CURRENT MEMBERS-YEAR.....	NEW MEMBERS-YEAR.....

**REMUNERATION COMMITTEE**

Serial number	CURRENT MEMBERS-YEAR.....	NEW MEMBERS-YEAR.....

**TRUSTEES OF DECEASED ADVOCATES TRUST FUND**

Serial number	CURRENT MEMBERS-YEAR.....	NEW MEMBERS-YEAR.....

**ETHICS COMMITTEE**

CURRENT MEMBER(S)-YEAR.....	NEW MEMBER (S)-YEAR...

**HIV AND AIDS LAW COMMITTEE**

Serial number	CURRENT MEMBERS-YEAR.....	NEW MEMBERS-YEAR...

**RESEARCH AND PUBLICATION COMMITTEE**

Serial number	CURRENT MEMBERS-YEAR.....	NEW MEMBERS-YEAR...

**TLS REPRESENTATIVE TO COUNCIL FOR LEGAL EDUCATION**

CURRENT MEMBER-YEAR.....	NEW MEMBER-YEAR...

**TLS REPRESENTATIVE IN REMUNERATION COMMITTEE**

CURRENT MEMBER-YEAR.....	NEW MEMBER-YEAR...

PART II

**ELECTION OF TLS PRINCIPAL OFFICE BEARERS**

TLS President	TLS Vice President	Honorary Treasurer	Council Members

THE TANGANYIKA LAW SOCIETY (GENERAL MEETINGS) REGULATIONS,  
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Form No.TLS 3

NOTICE  
*Regulation 13(2)*

To.....  
of Post Office Box.....

You are hereby notified to show cause why you have failed to attend the Annual/Half Annual/Extraordinary/Requisitioned General meeting(s) of the Society held on the ....day of.....and on the....day of..... without lawful excuse and/or without duly notifying the Secretariat about your absence.

Unless a satisfactory explanation is tendered by you within.....days of your receipt of this Notice, appropriate punitive measures may be taken against you by the Council.

Dated at Dar es Salaam this.....day of.....20...

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SECRETARY

Approved by a special resolution of the Society  
at its general meeting held at.....on.....

.....  
Secretary of Tanganyika Law Society

Dated at Dar es Salaam,  
..... 2008

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PRESIDENT  
COUNCIL OF THE TANGANYIKA LAW SOCIETY