



UCS MEMBERSHIP GUIDELINES

1. BACKGROUND

About UCS

Uganda cancer society is an umbrella organization established in 2011 with the objective of coordinating civil society actors in the fight against cancer in Uganda.

Vision: A cancer free Uganda.

Mission: To coordinate civil society efforts for a systematic contribution towards effective cancer control in Uganda through fostering collaborative advocacy, awareness creation, capacity building, research and patient support.

As such, UCS is keen to growing its membership to ascertain that greater impact is attained in the fight against cancer. This document therefore comes to set out guidelines defining how UCS will go about managing all membership related affairs including but not limited to growth and coordination.

2. Rationale

UCS being a membership based organisation is mandated through its mission to coordinate civil society efforts for a systematic contribution towards effective cancer control in Uganda. As such, deliberate efforts are made to manage aspects of growing membership by attracting either directly or indirectly more members to join the umbrella body. However, it is important to note that UCS is sensitive to making a positive and meaningful impact while maintaining a good brand name and image. Therefore, it's paramount that UCS does not only attract members but also ensure that the right members that can uphold its values and buy into its great agenda in cancer control are brought on board. It means that there must be guidelines that enable both attraction and scrutiny of potential members to ensure suitable organisations and individuals are recruited as members of UCS.

3. Goal

To guide the process through which UCS through which UCS attracts, increases and maintains its members for the attainment of its mission and vision.

4. ELIGIBILITY CRITERIA

UCS brings together national and international organizations working towards effective cancer control in Uganda. Its membership is open to any organisation that complies with the eligibility requirement outlined in these guidelines.

An organization or individual seeking membership with the Uganda Cancer Society should meet the following criteria:

- a) Subscribe to the vision, Mission, goal and values of UCS as reflected in its and Strategic Plan.
- b) Be active in the area of cancer control, support, care, research or treatment, or a closely related field

- c) Endorse the values and general principles of UCS.
- d) Represent an institution, agency or government active in the UCS's priority areas.
- e) Work in support of cancer patients, survivors and cancer advocates, educators or other professionals who are interested in and/or make substantial contributions to the cancer field.
- f) Legally registered with a Valid Certificate, by the NGO Registration Bureau and/or with relevant Government Authorities. Preference shall be given to non- government organisations.
- g) Stays current in its Membership Dues to UCS

4.1. Exclusion

Organizations and individuals having any affiliation with tobacco and alcohol companies are not legible for UCS membership.

4.2. Vetting process

- h) All organisations that register with UCS shall be subjected to a vetting process before any response is given regarding their membership. UCS reserves the right on its membership. The vetting process will be led by the UCS membership affairs committee.
- i) The composition of the Vetting Committee shall comprise of members of the membership committee who shall oversee membership recruitment, vetting, welfare, retention and engagement activities. The committee shall make quarterly reports on their activities to the Board.

5. APPLICATION FOR MEMBERSHIP

An organization wishing to become a member will submit to the UCS Secretariat, a duly filled Membership Application Form together with the following;

- a) A copy of the Certification of Registration from the NGO Bureau and/or relevant Government Authority;
- b) A copy of the Organization's Constitution;
- c) A copy of the most recent Annual Report

An Organisation seeking membership with UCS can individually make an application to the Uganda Cancer Society or can be referred by a member organization. The Society can also extend invitations to organizations whose objectives are aligned to UCS to apply for membership.

5. MEMBERSHIP CATEGORIES

UCS membership is categorized into four; Organisation membership, Associate membership and Individual membership, Corporate membership.

5.1. Organisation membership:

This membership is given to civil society organisations engaged in cancer control and whose objectives are in line with the UCS focus program areas. Organisations are further categorized into local and international organisations.

5.2. Individual Membership:

This membership is given to individuals such as medical workers, cancer advocates, survivors, cancer fellows and any other persons working or interested in making substantial contributions in cancer control.

5.3. Associate membership:

This membership is given to partners in cancer control such as umbrella organisations, and private organisations that share the vision of UCS. Associate member will not pay any membership dues.

5.4. Corporate Membership:

Corporate Members are national or international organizations or companies interested in the work of the Uganda Cancer Society and allowed to operate in Uganda. Corporate members do not necessarily have to work in cancer treatment, care or control. They shall pay an annual subscription fee as prescribed by the Board. Corporate members shall have no voting rights.

MEMBERSHIP FEES

- All fees will be payable every year. Payments should be made within the first quarter of the year before the UCS Annual General meeting.
- A subscription year runs Jan- December. Members shall pay their dues within the first quarter of the year. Members that fail to do this will cease receiving benefits accrued to membership.
- Local organisations will pay an annual subscription of 200,000 UGX. This fee is subject to amendment by the Board at any one time.
- International organisations will pay an annual fee of 200 USD. This fee is subject to amendment by the Board at any one time.
- Individual members will pay an annual membership fee of 50,000 UGX. This fee is subject to amendment by the Board at any one time.
- Corporate members will pay an annual membership fee of 500USD UGX. This fee is subject to amendment by the Board at any one time with approval by the General Assembly.

Termination of Membership

Membership may be terminated by the Board upon the death of a member, dropping for nonpayment of dues with no justifiable reason 3 months after the start of the UCS financial year, or as advised by the Committee. Membership obtained on the basis of false or fraudulent evidence may be voided at any subsequent time by the Board of Directors. Action to void may be brought either by the Committee or by the Board of Directors and communicated to the General Assembly.

Reinstatement or Readmission

- The membership of a person or organization which has voluntarily resigned may be fully reinstated at any time by the payment of all current dues.
- Membership due to failure to pay subscription fees shall be renewed as soon as the member pays subscription. Any arrears for the previous year shall be paid as the membership for a current year is renewed.

Member Obligations, Roles and Responsibilities

- Members must subscribe to practice and contribute to the realization of the Vision, Mission and Values of UCS.
- Members should regularly report on their work to the Secretariat so it can be shared with other members, the wider civil society and other stakeholders. At least one report every year.
- Members will abide by the UCS Quality Assurance Certification Mechanism
- Members will remain in good standing through payment of annual membership subscription dues.
- Members should be proactive and prompt the organisation on important issues it needs to engage with
- Continuously update the UCS of changes in the organisation and address.
- Actively participate in UCS activities, including being responsive to online discussions and inquiries

6. BENEFITS OF BEING A UCS MEMBER

Benefits	Organisation	Associate	Individual
UCS members have the opportunity to support and fast-track the fight against cancer by taking an active part in the development and implementation of UCS's priority areas including advocacy, awareness creation, patient support, research, capacity building.	✓	✓	✓
Access to a wide network of international and local organisations with tremendous experience in the cancer fight giving opportunity for bench marking, partnerships and knowledge sharing amongst other benefits.	✓	✓	✓
Members have the opportunity to showcase their Organisation's activities and events at a national and international level through UCS platforms which include newsletter, website, social media platforms and during UCS organized events.	✓		
As a member you can apply to use the UCS logo on your promotional or branding materials, and have your events endorsed by UCS.	✓	✓	
The right to guide UCS priorities and activities through voting at the Annual General Meeting.	✓		✓
The opportunity to be elected onto the Board of Directors. To be elected onto this BOD one has to be a paid member of any of the UCS member organisations or be a paid up individual member.	✓		✓
Priority invitation to UCS events and networking opportunities with other UCS members during events across the year.	✓	✓	✓
Technical assistance and capacity building through trainings organized by the society for various fields.	✓		

Access to cancer related information such as studies and research papers made available to the society as well as cancer materials and other useful resources.	✓	✓	✓
Membership certificates and cards for organizations and for individuals respectively.	✓		✓
Priority consideration for volunteer opportunities in the secretariat or within the UCS network.	✓		✓
Recommendation for among other things proposals for grants.	✓	✓	
Opportunity to benefit from possible joint projects and implementation of grants.	✓	✓	
Access to information on relevant grant opportunities including scholarships and fellowships from our vast networks and partners.	✓	✓	✓
Collective voice and influence	✓	✓	✓