



Kenya Organic Agriculture Network

Membership Policy

KOAN Membership

KOAN is a national membership organisation for organic agriculture in Kenya. KOAN was formed to coordinate, facilitate and provide leadership and professional services to all members and other stakeholders in the organic agriculture industry in Kenya. Its goal is to develop key competencies, skills and strategies in the areas of Organic Production; Marketing; Standards and Certification; Training, Extension and Information Exchange; Networking, Policy and Advocacy.

What we do

- Facilitate provision of technical advisory services in the areas of production, training, certification and marketing.
- Facilitate the development of unified training programmes in organic agriculture in Kenya.
- Create public awareness on the benefits of organic agriculture including dissemination of key research findings in organic agriculture.
- Facilitate producers access to organic markets (locally and internationally) and co-ordinate the establishment of viable businesses within the organic sector.
- Lobby and participate in the formulation and implementation of pro Organic Agriculture policies

KOAN membership is open to organizations and individuals provided they:

1. Will be involved in organic agriculture, or related issues or at least with proven and specific activities that uphold the principles of Organic Agriculture
2. Are willing and with proven ability to participate in KOAN activities, share knowledge and experiences
3. Support and endorse KOAN mission, goals and objectives
4. Abide to the KOAN constitution, current at the time of application

Types of Membership

To enable the organization to meet the needs of different sectors better the following interest groups have been identified. This is by no means exhaustive and is subject to updating where need arises.

Interest group Category	Who is included	Services required
Market	Traders, Exporters	Market linkages Market information Capacity building
Production	Producer organizations, Large scale farmers, smallholder producers, Training organizations	Capacity building in organic production, certification and market access Market linkages Awareness creation Research and Development Exchange visits Curriculum harmonization and updating
Service Providers	Certification Bodies, Government, Research organizations,	information gathering and sensitization Policy support Capacity building Research into contribution of organic agriculture Establish partnerships/collaboration with research and higher learning institutions
Consumers	Advocacy groups,	Awareness creation Policy support

For registration purposes the following will be used. However, members will also list the particular interest group areas they fall under.

Type	Characteristics of the Membership	KSHS/USD
1. Cooperate membership: (with Voting)	This is open to private companies, cooperatives and other business associations. Open to National and Regional NGOs and Networks which have been operating with local rural communities for at least two years and which support or engage in participatory ecological land-use management.	5000
2. CBOs, SHG, FBO and Farmer Groups	These include Community based Organizations, Self Help Groups, Farmer Based Organizations and other Farmer Groups that are formed by communities and represent these communities	5000
3. NGOs and farmers support organization membership (With voting rights)	Open to National and international NGOs, government departments, parastatals supporting providing support services to farmers.	2500
4. Affiliates/Individual associates (non-voting)	Open to individuals in the region and beyond and who want to identify themselves with the aspirations of KOAN	2500
5. Sponsor Associates (non-voting).	Open to any organizations or person wishing to sponsor activities of KOAN	10000

Benefits of becoming a member

- Members will receive the KOAN magazine, annual membership newsletter, and free access to any information focusing on the various aspects of organic agriculture in Kenya and beyond. They will also be kept posted on the developments of the organic movement in Kenya and around the world
- You become part of an active and vibrant organic movement in Kenya
- You will be involved in KOAN activities including community development, research, public awareness, policy development, lobbying and advocacy, marketing activities
- You will learn through contributing to activities and information offered free electronically and in print
- You get opportunities to link up with the global organic movement

Roles and responsibilities of a Member

- Active participation in KOAN's activities including the AGM and representing KOAN on official request.
- Members contribute their skills and experience to strengthen KOAN where possible.

Joining and Vetting Procedure

- A member must fill a membership application form stating clearly what activities the potential member is involved in and their interest in organic agriculture.
- The form should be submitted to the Secretariat for primary vetting on whether the requirements have been met
- If complete this is then submitted to a vetting committee appointed by the board which will analyze the applications and make recommendations on membership status.
- On approval, the decision will be communicated to the member in writing electronically and by post

- The member will be given two months within which full registration and subscription fees should be paid.
- Once this is done, a membership card containing your name, number and certificate will be issued
- New members will be acknowledged in the in-house publication KILIMOHAI
- Double registration of members as both individual members and group, with the same contact person is not allowed and could lead to refusal/deregistration.

Payment

Payment for membership will be done at the Organization's bank or at the registered offices.

Renewal Procedure

- Membership is due at the beginning of each year with deadline being 31/03 irrespective of when the member joined the organization.
- Each member should be given a membership card capturing the following details:
 - Name of individual/group
 - Registration Number
 - Expiry Date
- A certificate will also be issued and will also capture the expiry dates. In case of loss of the certificate, the KOAN secretariat should be contacted and replacement costs met by the member
- If renewal is not done in one year, arrears will be due on renewal the following year.

De-registration of members

- If a member indulges in gross misconducts either contravening the KOAN constitution or the Organic Principles or any other act that negates the stability growth of KOAN's Vision, Mission and Objectives, the board may consider deregistration of the member.
- Consistent non-participation in KOANs activities particularly the AGM. In line with the laid down procedures.
- If membership withdrawal is requested by the member in writing
- If membership is not renewed for two consecutive years

The board reserves the right of registering and de-registering members. Approval of membership is subject to ratification of the Board which will be communicated once made.

KOAN MEMBERSHIP APPLICATION FORM

KOAN is a national membership Organization for organic agriculture in Kenya. KOAN was formed to coordinate, facilitate and provide leadership and professional services to all members and other stakeholders in the organic agriculture industry in Kenya. Its goal is to develop key competencies, skills and strategies in the areas of Organic Production; Marketing; Standards and Certification; Training, Extension and Information Exchange; Networking, Policy and Advocacy

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1. Name of the organization in full: _____

2. The Acronym of the Organization: _____

3. Official Address of the Organization / the Individual Applicant.

Postal Address	
P.O Box:	
Postal Code	
Land line Tel: Mobile phone:	
Fax:	
Email 1:.....;	
Email 2:	

Interest Area (choose a maximum of 3)

- Traders, Exporters
- Producer organizations
- Large scale farmers
- Smallholder producers
- Training organizations
- Certification Bodies
- Government
- Research organizations
- Advocacy groups

1. _____

2. _____

3. _____

Membership type (Please tick):

a) Corporate membership

This is open to NGOs, Networks, Government Departments/Organs, and Private Companies. They are required to pay an annual subscription fee of Kshs 2000/=

b) Community Based Organizations (CBOs) Membership.

These will include: Faith Based Organization (FBOs), Self Help Groups (SHGs), Farmers Groups (FGs) and other groups of small scale farmers. They are required to pay an annual subscription fee of Kshs 1000/=

c) Individual membership:

Open to individuals above 18 years of age and who identify themselves with the aspirations of KOAN. They will be required to pay an annual subscription of Kshs 500/=

d) Associate membership

This is open to any organizations or persons wishing to sponsor KOAN activities. They are required to pay an annual subscription of Kshs 10000/=

In addition to the above fees, a one off payment of Kshs 200 is required as registration fees

4. When (Year) was the organization established? Registered?

(Please attach a copy of certificate registration)

5. What is the status of your organization (CBO, Local NGO, International NGO, a Network, Funding Partner, please specify any other) Network

6. What is the geographical coverage/spread of your activities (Provinces, Districts etc)

7. What are the Vision, Mission, and Objectives of the organization? (Attach a brochure of the organization)

7.1 The Vision:

7.2 The Mission:

7.3 The Objectives:

8. What is the size (Number of staff) of your organization?

8. How and when did you first learn about KOAN?

10. In what ways do you think you (if individual applicant) or your organization and its beneficiary communities will benefit from KOAN?

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11. In what ways do you think the members of KOAN will benefit from collaborating with your organization or you (if applying as an individual?)

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Please return the completed form to:

The KOAN Secretariat,
ICIPE Complex, off Kasarani Road
P.O. Box 72461-00200, Nairobi.
Tel: 254 20 2610863

Email: koansecretariat@elci.org,

Website: www.koan.co.ke