



## Kenya Coffee Traders Association

Certificate of registration no. 21314

# RULES AND REGULATIONS

### 1. MEMBERSHIP CRITERIA

- a. FULL MEMBERSHIP can only be achieved by a minimum level of activity within the applicants' field of operations, for the most recent full coffee year (October to September), as follows :
  - (i) Exporter – minimum 0.25% share of auction purchases, as listed in the auction batting list per coffee year.
  - (ii) Marketing Agent – minimum 5% share of auction supply, as determined by the auction report and internal figures per coffee year.
- b. ASSOCIATE MEMBERSHIP will be awarded to all other applicants in the trade who do not fulfill these minimum activity criteria.

### 2. CURRENT MEMBERSHIP SUBSCRIPTION FEES

- a. Full Members shall be required to pay Kshs 65,000.-
- b. Associate Members shall be required to pay Kshs 25,000.-
- c. Membership shall be validated upon receipt of payment and a signed copy of the Association's code of conduct

### 3. MANAGEMENT COMMITTEE NOMINATION

- a. Nomination of Members for election to the Management Committee must precede the Annual or Ordinary General Meeting by a minimum of one week, and the nomination forms to be used are attached to these Rules.
- b. All Members (Full and Associate) may nominate persons to the Management Committee.
- c. In the case of vacant nominations a nomination can be accepted from the floor at the time of the meeting.

### 4. ELECTION PROCEEDINGS

- a. Two members (one full and one associate) from any uninvolved party shall volunteer, and subsequently be approved by the other members, to run the election process.