



KONO CONFERENCE 2018: PAVING THE WAY FOR BETTER PROSPECT
UNDERSTANDING THE PAST, MARKING THE CHALLENGES AND SHAPING OUR FUTURE

THE KONO CONFERENCE
MEMORANDUM OF UNDERSTANDING (MOU)

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THEME: Paving the way for better prospects: Understanding the past, marking the challenges, and setting our future.

The MOU development was adopted as a resolution by the Secretariat during its teleconference meeting held on the 12th of June 2018 to foster a smooth and productive working relation among the Secretariat, the Chairperson of the Kono Conference and the 2018 Host organization.

PURPOSE & SCOPE: The purpose of this MOU is to clearly define the roles and responsibilities of the Kono Conference Secretariat, the Conference Chairman and the Host Organization for the purpose of organizing and hosting the 2018 Kono Conference slated for December 17-22 in Kono District, Sierra Leone.

BASICS OF THIS MOU

This is a binding document that helps make clear each member's/groups mutual understanding of each other's intentions and expectations, as well as how we will work together. Kono Conference is organized by volunteers working in partnership to achieve a common productive and beneficial purpose.

This document was developed in the third year of the existence of the conference after we ran into multiple role and processes misunderstandings while organizing the third conference. We are hoping it will serve as an important building block for the partnership. It will serve as a health check for the partnership during the preparation for, execution of and reflection after the conference.

As partners working to organizing the Kono Conference, this document will explicitly articulate each partner's expectation and contribution to the partnership. It is an expression of mutual interest and commitment that serves as the foundation of our partnership.

We are expecting that each member of the group will respect the content of this MOU so it can serve as the glue that holds us together while we work to organize the conference.

This MOU is subject to amendment by a common understanding by a majority of the membership involved in organizing the conference



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ACKNOWLEDGEMENT/AFFIRMATION:

This MOU acknowledges that the current chairman of the Secretariat shall continue to discharge his duties as head of the Secretariat as mandated by the 2017 Kono Conference until a new resolution about the structure of the Conference shall be determined by the 2018 Conference.

This document also acknowledges all resolutions reached by the 2016 and 2017 Kono Conferences as part of this MOU.

CONTRIBUTORS TO THIS DOCUMENT: members of the MOU Ad hoc Committee.

Dr. Aiah Ndomaina-Member
 Mr. Aiah B. Tondoneh-Member and Editor
 Dr. Kai Ngegba-Member
 Mr. Saa Kaimachainde-Member-Editor in Chief
 Mrs. Tiwa Kelfala Kaimachainde
 Mrs. Yei Bona Bayoh
 Mr. Eya Benjamin Kaingbangba
 Mr. Sahr K. Pombor-Secretary of MOU Subcommittee and Editor

My sincere thanks and appreciation to all the MOU ad hoc committee members mentioned above for their dedicated commitment in attending all five meetings and vigorously contributing to the development of this document. I also extend thanks to Mr. Aiah Sodengbe, chairman of the Secretariat for producing the original MOU that served as foundation for this document. The debates were lively, interesting and honest, making this document a true representation of our commitment to Moving Kono Forward.

Note:

It is important to note that the Chairman of this ad hoc committee Dr. Sahr M. Kondeh resigned from his position over the registration of the Conference as a Community Based Organization in Kono District. Another member of this ad hoc committee, Mr. Sahr O. Fasuluku briefly attended one meeting, our second, then stayed away, also in protest over the registration of the Conference. Mr. Dingis Nyandemoh, a member resident in Kono District, Sierra Leone did not attend any of our ad hoc meetings.

The Secretary of this ad hoc committee facilitated the five meetings that resulted in the production of this document.

Sincerely,

Mr. Sahr Kolachi Pombor-Secretary. Kono Conference MOU ad hoc committee.



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1. ROLES, RULES AND REGULATIONS OF THE KONO CONFERENCE SECRETARIAT

- 1.1. The Secretariat shall be led by a Secretary General who shall be elected by its membership.
- 1.2. The Secretary General of the Secretariat shall be elected at the conference by members of the Secretariat to serve for a one two-year term.
- 1.3. The Secretary General of the Secretariat shall coordinate all activities of the Secretariat.
- 1.4. The Secretariat's meetings shall be chaired by the Secretary General.
- 1.5. The Secretariat shall be the administrative and legislative arm of the Kono Conference.
- 1.6. Members of the Secretariat shall include all past and current Kono Conference Chairpersons, all host chairpersons and their Secretary Generals, all Chairpersons of the ratified Kono Conference committees, and all heads & Secretary Generals of registered and active Kono Descendant Organizations globally.
- 1.7. The Chairs of all registered Kono organizations globally shall who are members of the Secretariat shall submit three additional names to be included to the Secretariat.
- 1.8. ALL serving heads and Secretary Generals of Registered and active Kono Descendants organizations globally shall be accepted into the Kono Conference Secretariat only if they shall have been legitimized through a free and fair electoral process as deemed by their local organization's governing document with signed minutes and a list of officials of said organization.
- 1.9. Every member of the secretariat shall complete a Kono Conference membership application form. Such a form shall contain this MOU and other relevant documents pertaining to the Conference.
- 1.10. The duration of Membership in the Secretariat shall be permanent.
- 1.11. The Secretariat shall coordinate the activities and affairs of all Kono Conference Committees; Ad hoc or Standing.



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- 1.12. A quorum of one third (1/3) of the total membership of the Secretariat shall be required for any and all of its meetings to commence. If a quorum shall have not been acquired half an hour of the start of the meeting, the meeting shall be adjourned.
- 1.13. Decisions at the Secretariat shall be made by employing the democratic balloting principle of one man one vote. Where there shall be a consensus by membership, no voting shall be necessary.
- 1.14. The Secretariat shall approve any and all document preparations and publications on behalf of and in the name the Kono Conference.
- 1.15. The Secretariat shall be responsible for the preparation of the Kono Conference report. The report shall be approved by the Secretariat before publication. The draft report shall be ready three months after the Conference. The final report shall be ready for publication one month after the draft has been reviewed.
- 1.16. The Secretariat shall ensure that the aims and objectives of the Kono Conference are consistently carried out.
- 1.17. The Secretariat shall serve as the resource center for the Kono Conference operations.
- 1.18. The Secretariat shall conduct a post event analysis of the recently concluded Conference and all its activities and operations to guide the Kono Conference in planning and executing of its future activities.
- 1.19. The Secretariat shall support the hosting organization(s) of the Kono conference.
- 1.20. The Secretariat shall ensure that the Conference's Rules, Regulations, Procedures and Professionalism among its member organizations are adhered to.
- 1.21. The Secretariat shall coordinate with the local host to ensure Conference meetings are efficiently and productively conducted in keeping with the Kono Conference Guidelines.
- 1.22. The Secretariat shall establish a memorandum of understanding for joint working protocols with all Kono Descendant Organizations globally to ensure clarity and effective functioning in achieving the aims and objectives of the Kono Conference.



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- 1.23. The Secretariat shall refer all disputes and conflicts amongst its members to the Kono Conference Peace and Reconciliation Committee for investigation, mediation and recommendation of its findings to the Secretariat.
- 1.24. The Secretariat shall issue a call for Papers and Presentations from the public at least sixty days to the start of the Kono Conference.
- 1.25. The Secretariat shall have the right to expel any member of the group for misconduct and misappropriation/embezzlement of the Kono Conference funds and/or property only after a thorough review and investigation of the matter by the Rules and Ethics Committee.
- 1.26. The Secretariat shall be the repository of all Kono Conference documents.

2. ROLES AND RESPONSIBILITIES OF THE KONO CONFERENCE CHAIRPERSON

- 2.1 The Chairperson shall be a person of Kono descendants but not necessary a member of any Kono Organization.
- 2.2 The Chairperson shall be elected by the hosting organization according to the organization's electoral process in line with Kono Conference guidelines.
- 2.3 The Kono Conference Chairperson shall be sworn in by the Secretary General of the Secretariat.
- 2.4 The Chairperson shall be responsible to the host chair for this 2018 conference.
- 2.5 The Chairperson shall be the public face of the conference.
- 2.6 The Chairperson's tenure in office shall end when the new chairperson is sworn in office.
- 2.7 The Chairperson shall automatically become a member of the Kono Conference Secretariat on assuming office.



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- 2.8 The Chairperson chairs all Kono Conference General Body Meetings. The agenda and schedule for the meetings shall be discussed and agreed on at the Secretariat before it shall be made public.
- 2.9 The Chairperson shall be responsible for coordinating breakout sessions and workshops during the Conference.
- 2.10 The Chairperson shall ensure that the Secretariat prepares and publishes the Kono Conference Report four months after the end of the current conference.
- 2.11 The Chairperson shall chair the Kono Conference and shall deliver the main address stating the status of the Kono Conference.
- 2.12 The Chairperson shall develop a transition package of relevant documents so as to provide the incoming Conference Chairperson within sixty (60) days before the next conference and a copy of the handing over document shall be sent to the secretariat prior to the scheduled handing over meeting.
- 2.13 The Chairperson shall work collaboratively with the host organization(s) who shall be tasked with logistical matters.
- 2.14 The Conference planning and management shall be a shared responsibility among the Chairperson, the host and Kono Conference Secretariat.
- 2.15 The Chairperson shall be included in all four Sub-Committee, Social media groups, and shall be accorded the honor to contribute, but shall not have a voting right on decisions made by the committees, except in the Secretariat.
- 2.16 The Chairperson shall present all awards at the Kono Conference.
- 2.17 The Conference Chairperson shall be the communication conduit between the Conference and the public.
- 2.18 The Chairperson and host shall be responsible for the smooth and successful running of the Conference. Should there be a conflict of any sort, the Secretariat shall step in and redress the issue.
- 2.19 The Chairperson shall not hold any political position in any registered political party globally, however he or she may be a member of a political party.



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- 2.20 The Chairperson shall work with the host organization to produce the Conference program four weeks to the start of the Conference subject to the Secretariat's approval.
- 2.21 Chairperson may designate any member of the Secretariat to deputize chair at meetings.
- 2.22 Members on the Ethics and Rules Committee shall consist of one member of each Registered Kono Organizations and they shall not be a member of any standing committee.

3. ROLES AND RESPONSIBILITIES OF THE HOST OF THE KONO CONFERENCE:

- 3.1. The host may be a single organization or a group of multiple organizations.
- 3.2. Should there be a group of multiple organizations hosting the conference they shall elect a chair either by a general consensus or by a transparent election process in line with the Kono Conference guidelines except otherwise specified by the Secretariat.
- 3.3. For the 2018 Conference, the host shall produce a hosting plan and a budgetary projection associated with the hosting of the Conference that shall be delivered to the Secretary General through the Kono Conference Chair one month prior to the commencement of the Conference for auditing, discussions and approval.
- 3.4. The host, in coordination with the Secretariat's Secretary General, shall be responsible for the current Conference fundraising to meet the financial needs of the current Conference.
- 3.5. The host shall present to the Secretary General names of distinguished dignitaries outside of the hosting jurisdiction to be contacted by the Chairperson for publicity and fundraising purposes.
- 3.6. The host shall develop a hosting team which shall report directly to the host Chairperson.
- 3.7. The host shall secure a modern quality conference venue, accessorized with modern communication gears and create comfort to facilitate an effective, comfort-laden and successful conference.



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- 3.8. The host shall ensure that the indigenous traditional Kono cultures and professionalism shall be showcased and abundantly reflected in the conference program's content.
- 3.9. The host shall be responsible for reporting all expenditures incurred on the ground to the Chairperson and Secretary General of the Kono Conference.
- 3.10. The host shall prepare and present to the Secretariat a complete conference financial report including revenue with names of donors and amount donated and expenditure with itemized list and cost of individual expenditure within sixty (60) days after the completion of the conference.

4. FINANCIAL PROCEDURES OF THE KONO CONFERENCE

- 4.1 All the conference's financial transactions shall be strictly in accordance with its financial policies.
- 4.2 The Secretariat shall discuss and approve all Kono Conference expenditures in strict compliance with the financial policy of the Kono Conference.
- 4.3 The Chairperson shall ultimately be responsible for the disbursement and accountability of all approved Conference expenditures.
- 4.4 For the December 2018 Kono Conference, all funds shall be deposited in the Kono Conference account in Koidu City.
- 4.5 There shall be three signatories to any Kono Conference bank account. They shall consist of the following executive members: Secretary General of the Secretariat or designee, Chairperson of the Conference or designee and Host chairperson or designee.
- 4.6 Disbursal of Conference funds shall be signed off by the chairperson, Secretary General of Secretariat and host chair or their designees.
- 4.7 Finances and items contributed or donated in the name of the Conference shall only be spent and used on approved Conference related program(s) and project(s).



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- 4.8 Articles/items purchased with Conference funds or donated for Conference use shall remain Conferences' property until Secretariat decides otherwise.
- 4.9 Any individual entrusted with Conference funds and/or property shall sign an accountability form at the time of receiving and returning such funds or property.
- 4.10 Any leftover Conference funds shall be returned to the main Conference account thirty days after the end of the Conference.
- 4.11 Unauthorized use of conference funds and/or property(s) shall be subject to disciplinary actions.
- 4.12 Any individual that shall be found liable of misappropriating Conference funds and/or property shall be asked to return the indicated funds and-or property. Failure to comply with said request in forty-five days as of the date of such finding shall result in punitive action taken against said individual.
- 4.13 The Secretariat shall address all illegal activities within the Conference through its Rules and Ethics Committee.
- 4.14 The Rules and Ethics Committee shall investigate any alleged misconduct within the Conference and shall make disciplinary recommendations to the Kono Conference Secretariat who shall then vote on the recommendations.

2016 CONFERENCE –Venue, Host, Chairman and Resolutions

The first Kono Conference was held in London, United Kingdom, on the 28 and 29th of July 2016 at The School of Oriental and African Studies (SOAS) University of London, and hosted by the Kono District Development Association (KDDA). The host Chairman was Dr. Kai Ngegba. The Chairman of the 1st Kono conference was Mr. Saa David Dingiswayo Nyandemo.

RESOLUTIONS

The following resolutions were agreed on at the 1st Kono Conference 2016:

1. To set up a Kono Development Fund. We are appealing to each member of the Kono District Diaspora community and friends of Kono District to contribute a minimum of \$100.00 USD towards creating a standing fund. All Diaspora organizations should assist in facilitating the

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collection of this donation and coordinate with the Kono Conference Secretariat for accountability purposes. Modalities to manage this fund shall be decided at a later date.

2. To insist on the reinstatement of His Worship the Mayor, Saa Emerson Lamina, to his office as Mayor of Koidu New Sembehun City Council (KNSCC) in Kono District, Sierra Leone.
3. To organize the Kono Conference annually and convene the next Kono Conference in United States of America(USA).
4. To open a Diaspora Office in Koidu city, Kono District, Sierra Leone.
5. To set up standing committees to implement policies in the following sectors: a) Education, b) Mining, c) Energy, d) Culture and Tourism, e) Infrastructure, Environment and Water quality, f) Health & Sanitation, g) Youth development and h) Business.
6. To promote twinning partnership with KNSTC and a city in Europe with focus on Health and Educational issues in Koidu city.

2017 CONFERENCE-Venue, Host, Chairman and Resolutions

The 2nd Kono Conference 2017 was a two-days' event, August 3-4, held at the Elliot School of International Studies-George Washington University-Washington DC United States of America (USA), and was hosted by Kono Union USA Inc. (KUUSA), under the Chairmanship of Mr. Sahr Kolachi Pombor-President-KUUSA. The second Kono Conference selected Dr. Aiah Ndomaina, as its Chair and will remain in place until the 2018 Conference when his successor will have sworn in.

RESOLUTIONS

The 2nd Kono Conference 2017 was concluded with the formation of four committees tasked with specific roles to facilitate a successful 3rd Kono Conference 2018 in Kono District, Sierra Leone. These committees were ratified by the 2017 Kono Conference. The committees were:

PROJECTS COMMITTEE: - Chairman - Mr. Aiah Bondowa Tondoneh

1. To complete visibility studies by February 1st, 2018 under the following categories of project areas:

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- a. Empowering of the peripheral health units by identifying the worse peripheral health unit across the 14 Chiefdoms of Kono District.
- b. Installing of mechanized water well across the 14 Chiefdoms of Kono District.
- c. to re-establishing Yee-Kuuma outing activities, initiating an annual KC reunion ball or fundraising dance, and establishing a No Interest Loan for small business owners.
- d. To Support the education systems by establishing scholarship and apprentice schemes across Kono through the Kono Students Union (KONSU), and upgrading and refurbishing existing schools including blind and technical schools with financial subsidies to school the teachers.

OUTREACH & COMMUNICATION COMMITTEE: Chairman - Mr. Aiah Fanday

1. to Create a Global Phone Bank of all Kono Descendants
2. to Create Global media:
 - WhatsApp
 - Facebook (FB)
 - Telegram
3. to:
 - register Kono Conference
 - Open KC Bank Account
 - File Articles of Incorporation
 - File Tax Exempt Status

SECRETARIAT COMMITTEE: Chairman Mr. Aiah Yornie Sodengbe

1. We agreed to include the Council of Chiefs in the organization of the 2018 Kono Conference.
2. Mr. Aiah Yornie Sodengbe to be Chairman of the Secretariat, Mr. Tenmoidoh Aiah Barbah to be the Vice Chairman of the Secretariat, and Mrs. Elizabeth Nganga Tondoneh to be the Secretary of the Secretariat.
3. The Secretariat is to organize monthly meetings until closer to the event.
4. The Secretariat is to lead in selection of the next host.

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PEACE & RECONCILIATION COMMITTEE: - Chairman – Dr. Kai Ngegba

THEME: HOW CAN WE ACHIEVE PEACE IN OUR COMMUNITY AND IN KONO?

1. Work with one another in peace and unity, stop unnecessary criticizing each other, revisit our past mistakes and use them as lessons to avoid future mistakes.
2. Establish a communication forum to facilitate peace process and reach out to one another within and outside the community to engage in dialogue.
3. Identify the root cause(s) of conflict(s) among members of our community, address the issue(s) with fairness backed by moral ethics or traditional values and above all have respect for each other especially for our elders.
4. Each of us should stand up in our own little way for Peace and Unity.
5. When addressing conflict(s) in our community, we have to be sincere about what we say and what we do.
6. We should and must not be distracted or shy away from the line of Peace. What we are doing here today is a start and we should continue the process with positive attitude.
7. We should respect one another, engage in positive communication and be tolerant of each another.
8. We must be pragmatic in addressing all the issues that are dividing us here and at home. We must engage all parties that are involved especially our leaders.



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EFFECTIVE DATE AND SIGNATURE:

This MOU was approved by the Kono Conference Secretariat on the 25th August 2018 and Signed on the 2nd September 2018.

In witness whereof the undersigned, duly appointed representatives of the Kono conference secretariat have signed the present memorandum of Understanding, on the dates(s) as set forth below:

Mr. Aiah Yornie Sodengbe- Chair Kono Conference Secretariat

Sign:

A handwritten signature in black ink, appearing to read "Aiah Sodengbe", is written over a light green rectangular background.

Date: September 2nd, 2018

Mrs. Elizabeth Nganga Tondoneh-Secretary of the Secretariat

Sign:

A handwritten signature in black ink, appearing to read "Elizabeth Tondoneh", is written in a cursive style.

Date: September 2nd, 2018

Sahr Kolachi Pombor-Secretary MOU Ad Hoc Committee

Sign:

A handwritten signature in black ink, appearing to read "Sahr Pombor", is written in a cursive style.

Date: September 2nd, 2018