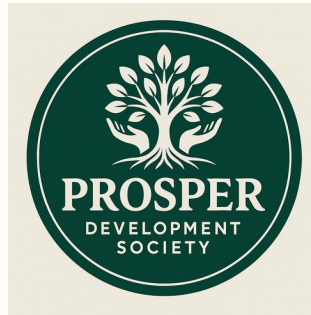


PROSPER DEVELOPMENT SOCIETY



MASTER MEMBERSHIP POLICY

Admission, Rights, Obligations, Compliance, Protection & Exit

Better Together Always

DOCUMENT STATUS

Master controlled membership governance instrument issued under the Master Working Constitution and Master Governance Manual. It governs admission, membership status, onboarding, member rights and duties, CAG placement, compliance, records, discipline, withdrawal, refunds, reinstatement and international/corporate membership. Where this Policy conflicts with the Constitution, the Constitution prevails.

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DOCUMENT CONTROL AND AUTHORITY

Item	Controlled Detail
Document Title	Prosper Development Society Master Membership Policy 2026
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Approval Authority	Board of Directors of Prosper Development Society
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Effective Date	1 June 2026
Primary Constitutional Basis	Master Working Constitution - Articles 4, 5, 7, 10, 11, 15, 18, 20 and 22; Schedules 2, 3 and 6
Related Instruments	Master Governance Manual; Master Finance Policy; Welfare Policy; Field Operations Policy; Data/Digital Governance Policy when issued
Review Cycle	At least every two years, or earlier where law, strategy, systems or member experience require
Controlled Copy Rule	Digital master maintained in the approved repository prevails. Printed copies are uncontrolled unless stamped or designated by the Director Secretariat.
Language Convention	Prosper uses organization, authorize, recognize, mobilization and related -ize/-ization spellings in controlled English documents.

POLICY HIERARCHY

Constitution -> Governance Manual -> Membership Policy -> Membership SOPs, forms, registers, PIMIS/AppSheet workflows and the Member Handbook. The Member Handbook explains this Policy in plain language but does not override it.

CONTROLLED SYNCHRONIZATION REVISION - 26 September 2026

This revision harmonizes terminology, cross-references, ProChama controls, digital records, field/HR stipend and incentive controls, and member-facing explanations across the Prosper controlled document suite. Original adoption/effective dates remain unchanged; any provision requiring Board, Congress, regulatory or contractual approval becomes operative only through the applicable approval process.

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PREFACE

Membership is the foundation of Prosper Development Society. This Policy converts the constitutional membership framework into a complete operational system that protects the Society while giving every genuine member a clear, fair and traceable pathway from application to full participation, leadership, welfare, economic services and eventual exit.

Prosper is designed for scale. A membership system that works for a few hundred people must also work for tens of thousands of members, multiple counties and future country operations. This Policy therefore combines grassroots CAG administration with centralized records, PIMIS controls, unique membership identifiers, documented due process and auditable financial/member-status rules.

The Policy preserves the constitutional principle that membership is voluntary but not casual. Entry creates rights and obligations; exit requires written notice and clearance; benefits depend on eligibility and compliance; and disciplinary action must follow fair process. Member funds, personal data, next-of-kin records and institutional property receive specific protection.



CHAPTER 1 - GENERAL PROVISIONS

Purpose, authority, scope and interpretation

1.1 Title and Citation

This instrument shall be cited as the Prosper Development Society Master Membership Policy 2026 (the "Membership Policy").

1.2 Purpose

- Establish one consistent membership system across all Prosper structures and countries.
- Define eligibility, categories, admission, probation, confirmation and Good Standing.
- Protect member rights while enforcing obligations and institutional discipline.
- Provide clear rules for CAG placement, transfers, records, IDs and digital membership administration.
- Integrate membership with welfare, finance, leadership, programs and economic services without duplicating those policies.
- Control withdrawal, refunds, re-entry and treatment of outstanding liabilities.
- Create auditable forms, registers, decision rights and service standards suitable for PIMIS/AppSheet implementation.

1.3 Scope

This Policy applies to individual members, Founding Members, probationary members, Bonafide Members, Members in Good Standing, corporate/institutional members, honorary members and any future lawful category created under the Constitution. It also binds leaders, staff, volunteers, Champions, CAG officials and officers who receive, verify, approve, maintain or use membership information.

1.4 Authority and Precedence

The Policy derives authority from the Master Working Constitution. Where this Policy and another subsidiary instrument overlap, they shall be interpreted harmoniously. The Constitution prevails; specific finance, welfare, data, safeguarding or employment rules prevail on matters properly assigned to those instruments unless inconsistent with the Constitution.

1.5 Membership Principles

- Voluntary association with meaningful commitments.
- Fair, objective and non-discriminatory admission.
- One person - one primary membership record and unique identifier.
- Grassroots belonging through a recognized CAG where applicable.
- Accurate, current and secure records.
- Rights increase with completed onboarding, time, compliance and eligibility.
- No benefit or leadership entitlement through payment alone where other eligibility conditions remain unmet.
- Due process before final adverse disciplinary action.
- No automatic refund of non-refundable obligations on exit.
- Institutional continuity and traceable accountability after exit.

1.6 Definitions

Term	Meaning
Application Date	Date an application is submitted, which is not necessarily the effective registration date.

Term	Meaning
Effective Registration Date	Date the approved applicant is entered in the official Membership Register/PIMIS as admitted.
Probationary Member	An admitted individual within the initial 90-day onboarding period or an approved extension.
Bonafide Member	A member who has completed probation and confirmation requirements.
Good Standing	Status of a Bonafide Member who satisfies applicable compliance requirements and is not suspended or otherwise disqualified.
CAG	Community Action Group - Prosper's foundational grassroots membership and service-delivery unit.
PIMIS	Prosper Integrated Management Information System or approved successor system.
Membership Number	Sequential or administratively assigned member number used for easy reference.
Membership ID	Unique stable identifier used as the primary system key and official identity reference.
Clearance	Reconciliation of property, debts, guarantees, records, funds, disciplinary matters and other obligations when membership changes or ends.
Refundable Member Funds	Amounts expressly classified as refundable under the Finance Policy or a specific contract; not all payments made by a member are refundable.

CHAPTER 2 - MEMBERSHIP CATEGORIES, ELIGIBILITY AND INCLUSION

Who may join and under what status

2.1 Individual Membership

Individual membership is ordinarily open to persons aged eighteen years and above who accept Prosper's objects, values, Constitution, Code of Conduct and approved membership requirements.

2.2 Youth Participation Below 18

Prosper may establish safeguarded youth participation, junior programs, talent platforms or beneficiary arrangements for persons below eighteen years. Such participation does not automatically confer adult voting, borrowing, contracting or leadership rights. Parent/guardian consent and safeguarding controls shall apply where required.

2.3 Membership Categories

Category	Nature	Core Rights / Limits
Probationary Member	Admitted member during initial onboarding period.	Participation and orientation; welfare, credit, voting and leadership rights may be limited.
Bonafide Member	Confirmed after probation and required onboarding.	Full ordinary membership subject to compliance rules.
Member in Good Standing	Bonafide member meeting current obligations and not under sanction.	Eligible for the broadest rights, benefits and leadership subject to product/office criteria.
Founding Member	Protected institutional heritage status.	Recognition does not create private ownership or exemption from conduct/accountability rules.
Corporate / Institutional Member	Approved entity aligned with Prosper objects.	Rights defined by membership agreement; no automatic individual voting rights for all employees.
Honorary Member	Recognition for distinguished contribution or strategic association.	No automatic financial/leadership rights unless separately admitted as ordinary member.
International Member	Member resident/operating outside Kenya or under an approved country structure.	Rights subject to country law, local annex and constitutional consistency.

2.4 Eligibility Standards

- Identity capable of reasonable verification.
- Acceptance of Prosper's Constitution, values and Member Code.
- No knowingly fraudulent duplicate membership.
- Capacity to enter the applicable membership relationship, subject to supported/safeguarded arrangements where lawful.
- No legal, safeguarding, sanctions, security or material integrity restriction that makes admission inappropriate.

- Willingness to be assigned to or affiliated with an approved CAG/territorial structure where the model applies.

2.5 Non-Discrimination and Inclusion

Membership decisions shall not unlawfully discriminate on gender, disability, ethnicity, religion, age, region, social status or other protected grounds. Reasonable accommodation shall be used for disability, literacy, language and access barriers. Targeted programs for women, youth, PWDs, vulnerable or marginalized persons may use lawful eligibility criteria without changing the ordinary membership status of the wider Society.

2.6 Admission Is Not Automatic

Submission of an application, payment of KES 500 or participation in a Prosper activity does not by itself create membership. Admission becomes effective only after approval and entry in the official Membership Register/PIMIS.



CHAPTER 3 - APPLICATION, VETTING AND ADMISSION

From expression of interest to effective membership

3.1 Approved Application Channels

Applications may be submitted through approved paper forms, digital forms, PIMIS/AppSheet, CAG officials, Champions, County teams, Secretariat offices or other officially communicated channels. Informal lists, WhatsApp messages or verbal promises shall not substitute for an approved application record.

3.2 Minimum Application Requirements

- Full legal name and preferred name where appropriate.
- National ID/passport/other recognized identity detail where legally appropriate.
- Date of birth, gender and contact information.
- Residence and territorial/CAG details.
- Next-of-kin and beneficiary information required by Welfare Policy.
- Relevant disability/inclusion information only where voluntarily provided or lawfully required and protected.
- Declaration of prior/duplicate membership and any outstanding Prosper account.
- Acceptance of the Constitution, Member Code, data notice and financial obligations.
- Entrance fee payment evidence or approved waiver where lawfully authorized.
- Applicant declaration that supplied information is accurate and not misleading.

3.3 Verification and Vetting

Verification shall be proportionate. Prosper may confirm identity, duplicate records, prior membership, CAG placement, payment, integrity concerns, sanctions, safeguarding risk or other material facts. No intrusive check shall be conducted without a legitimate purpose and appropriate data protection.

3.4 Decision Rights

Stage	Responsible Level	Control
Receive application	CAG / Champion / County / Secretariat / digital channel	Date-stamp and source record
Verify completeness	Membership administrator / authorized officer	Checklist and duplicate search
Recommend CAG placement	CAG / Ward Champion / Subcounty Champion	Territorial fit and capacity
Approve routine individual admission	Delegated membership officer/Secretariat as designated	Objective criteria; no conflict
Escalate exceptions	Executive Secretary / Executive Director / authorized committee	Risk, dispute, unusual category or prior expulsion
Enter official record	Authorized PIMIS/membership administrator	Unique ID and audit trail

3.5 Rejection or Deferral

An application may be rejected or deferred for material incompleteness, false information, unresolved duplicate records, prior expulsion, safeguarding/security risk, legal restriction or other

objective reason. Where appropriate, the applicant shall be informed of the reason and any correction/review pathway, subject to confidentiality and security limits.

3.6 Effective Registration Date

The effective registration date is the date the approved record is activated in the Membership Register/PIMIS. The 90-day probation period runs from that date unless a documented legacy transition rule applies.



CHAPTER 4 - NINETY-DAY PROBATION, ORIENTATION AND CONFIRMATION

Turning registration into responsible membership

4.1 Standard Probation Period

Every newly admitted individual member shall ordinarily complete 90 days of probation from the effective registration date. The purpose is not to punish a new member but to complete identity, orientation, CAG integration, declarations, financial onboarding and understanding of Prosper systems before full rights mature.

4.2 Required 90-Day Onboarding

- Attend or complete approved member orientation.
- Be placed in or affiliated with a recognized CAG/territorial structure where applicable.
- Complete next-of-kin/dependant declarations required for welfare.
- Pay or make approved arrangements for current obligations prescribed within 90 days.
- Receive membership number/ID and understand official communication/payment channels.
- Demonstrate basic compliance with meeting, conduct and reporting expectations.
- Resolve duplicate, identity or material data issues.
- Acknowledge welfare, finance, data and disciplinary rules applicable to membership.

4.3 Current 90-Day Financial Onboarding

As at adoption of this Policy, the current structure includes registration KES 500, annual subscription KES 600, welfare contribution according to package, monthly development levy KES 100, branding kit KES 3,500 within 90 days, minimum savings KES 1,000 within 90 days and shares/member capital where applicable. Schedule 1 is controlling for the current amounts and must be read with the Finance and Welfare Policies.

4.4 Rights During Probation

Probationary members may participate in CAG meetings, orientation, programs and approved activities. Full welfare benefits, borrowing limits, voting, election/appointment to leadership and other mature rights may be limited until 90 days and specified onboarding requirements are completed.

4.5 Confirmation as Bonafide Member

Confirmation shall be system-based where possible. A member becomes Bonafide when the 90-day period and required onboarding conditions have been satisfied and the status is updated in PIMIS. Where requirements remain incomplete, the status may remain probationary or be extended for a reasonable period with a recorded reason.

4.6 Hardship and Structured Arrangements

Financial hardship, disability, illness, emergency or other legitimate circumstances may be addressed through approved partial-payment, rescheduling, waiver or support arrangements where the relevant policy allows. Such arrangements shall be documented and must not create hidden preferential treatment.

CHAPTER 5 - MEMBERSHIP IDENTITY, REGISTER, PIMIS AND DATA INTEGRITY

One authoritative member record

5.1 Official Membership Register

Prosper shall maintain a complete Membership Register containing each admitted member and the minimum information required by law and operational need. PIMIS shall serve as the primary operational membership record, supported by source documents and audit trails.

5.2 Membership Number and Membership ID

Each member shall have a simple Membership Number for human reference and a stable unique Membership ID for system integrity. The Membership ID shall not be casually reassigned to another person. Board-reserved founding IDs or legacy sequences shall be preserved where already established.

5.3 Digital Passbook

Prosper may provide each member with a Digital Passbook or member portal showing identity details, CAG, status, contribution statement, welfare package, compliance, savings/member capital, loans/guarantees, ProChama circle/pod/slot and amounts due/paid, payouts, approved deductions and other authorized data. Displayed information remains subject to reconciliation and correction procedures.

5.4 Duplicate and Legacy Records

Duplicate records shall be merged or resolved through a controlled process that preserves audit history. Persons from predecessor organizations, former CBO structures or legacy lists are not automatically Prosper members unless they were lawfully admitted to Prosper Development Society under approved procedures. Legacy records expressly excluded by Board decision shall not be reintroduced unless the person applies afresh and is admitted.

5.5 Data Corrections

A member may request correction of inaccurate personal data through the approved process. Material changes such as name, date of birth, ID number, next of kin, beneficiary or CAG shall require appropriate evidence and authorization. No correction shall erase an audit trail of prior values where retention is necessary for integrity or law.

5.6 Privacy and Access

Membership information shall be collected and used only for legitimate Society purposes and shared on a need-to-know basis. Inspection rights under the Constitution shall be balanced with privacy, safeguarding, confidentiality and data-protection requirements. Bulk extraction of member data is prohibited without authority.

CHAPTER 6 - CAG ASSIGNMENT, TRANSFERS AND TERRITORIAL MEMBERSHIP

Belonging locally while remaining one Prosper member

6.1 Primary CAG

Where the CAG model applies, each ordinary member shall ordinarily have one primary CAG responsible for routine meeting participation, local communication, welfare verification, contribution support and member accountability. A member may participate in wider Prosper activities without creating multiple duplicate memberships.

6.2 Initial Placement

Placement shall consider residence, work location, accessibility, existing relationships, meeting schedule, language, program relevance, CAG capacity and the member's reasonable preference.

6.3 Transfer Between CAGs

A member may request transfer through the prescribed form. The current CAG, receiving CAG and territorial officers shall verify the member's status, outstanding records, welfare matters, loans/guarantees, property and meeting records before transfer. A transfer changes administrative location but does not create a new membership or restart seniority unless policy expressly requires.

6.4 County or Country Movement

Members relocating across counties or countries may retain membership subject to legal availability of Prosper structures and local annexes. Country-to-country transfers require confirmation that the destination structure can lawfully recognize and administer the member's rights and obligations.

6.5 CAG Restructuring

Where a CAG is merged, split, suspended or closed, members shall be reassigned through an administrative transition led by Programs/Secretariat structures. Members shall not lose valid membership merely because a local CAG ceases to operate.

6.6 No CAG Captivity

CAG leaders do not own members and may not withhold member records, intimidate members against transfer, collect unofficial exit fees or represent that withdrawal from a CAG automatically ends Society membership. Membership belongs to Prosper Development Society and is administered through CAGs.

CHAPTER 7 - MEMBER RIGHTS, VOICE, PARTICIPATION AND PROTECTION

Membership must carry meaningful rights

7.1 Rights of Bonafide Members in Good Standing

- Participate in Prosper programs, CAG activities and member education.
- Receive fair, respectful and non-discriminatory treatment.
- Vote and participate in representative governance according to the Constitution and member category.
- Seek leadership office where eligibility requirements are met.
- Receive reasonable information on Society activities, governance and finances subject to lawful confidentiality.
- Inspect records to the extent permitted by law and controlled procedures.
- Petition, propose motions and raise grievances through approved channels.
- Access welfare and economic services subject to eligibility, sustainability and compliance rules.
- Receive due process and appeal adverse disciplinary decisions.
- Have personal data processed lawfully and request correction.
- Withdraw only through the formal exit and clearance process.

7.2 Member Voice Architecture

Member concerns shall normally move CAG -> Ward Champion -> Subcounty Champion -> County Team -> Country/National Secretariat -> Board/Congress as appropriate. Urgent safeguarding, fraud, whistleblowing, legal or conflict-sensitive matters may bypass ordinary reporting lines through protected channels.

7.3 Access to Information

Members are entitled to sufficient information to understand their obligations, status, benefits and governance. Prosper may protect confidential personal data, legal advice, security information, donor-confidential material, investigation evidence and commercially sensitive information.

7.4 Protection from Retaliation

No member shall be sanctioned merely for good-faith criticism, lawful whistleblowing, testimony, grievance, data-correction request or appeal. False allegations knowingly made in bad faith remain subject to ordinary conduct rules.

7.5 Service Standards

Membership administrators shall acknowledge applications, transfers, corrections, complaints and exits promptly, maintain a traceable status and avoid unreasonable delay. Target timelines may be specified in SOPs and PIMIS service dashboards.

CHAPTER 8 - DUTIES, CONDUCT, FINANCIAL OBLIGATIONS AND GOOD STANDING

What Prosper expects from every member

8.1 General Duties

- Uphold the Constitution, policies and lawful decisions of Prosper.
- Meet applicable financial and non-financial obligations.
- Protect Society funds, property, records, brand, systems and confidential information.
- Provide accurate membership, next-of-kin and beneficiary information and update material changes.
- Participate responsibly in CAG and Society processes.
- Treat members, leaders, staff, volunteers, partners and beneficiaries with dignity.
- Account for any funds, assets, records or authority entrusted to the member.
- Avoid fraud, violence, harassment, corruption, impersonation, unlawful disclosure and deliberate sabotage.
- Return Society property and preserve continuing confidentiality when membership or office ends.

8.2 Current Financial Obligations

The current schedule is reproduced in Schedule 1 for member administration. Financial classification, accounting treatment, payment channels, refundable/non-refundable status and any changes are governed by the Master Finance Policy and Welfare Policy.

8.3 Good Standing

Good Standing is an active compliance status, not a permanent badge. It normally requires Bonafide status, no current suspension, current or formally arranged mandatory obligations, resolved accountability, and compliance with any product or leadership-specific conditions.

8.4 Compliance Levels

PIMIS may use standardized levels such as Fully Compliant, Partially Compliant, Grace/Arrangement, Non-Compliant, Suspended or Under Review. The labels shall be defined centrally so that every CAG and County applies the same logic.

8.5 Consequences of Non-Compliance

Non-compliance may limit welfare benefits, credit, voting/representation, leadership eligibility, new facilitation or access to specific services to the extent authorized by policy. Restrictions shall be proportionate and shall not arbitrarily confiscate accrued refundable balances or lawful rights.

8.6 No Informal Waivers

A CAG official, Champion, Director or staff member may not personally waive a member's obligations outside delegated authority. Approved hardship arrangements must be documented in the member record.

CHAPTER 9 - BENEFITS, WELFARE, ECONOMIC SERVICES AND ELIGIBILITY

Membership is a gateway, not an unconditional guarantee

9.1 General Rule

Membership creates eligibility to be considered for Prosper services; it does not guarantee every benefit, loan, grant, program opportunity or leadership position. Each service may have additional conditions based on time, compliance, risk, available resources, package, program target group or law.

9.2 Welfare Eligibility

Welfare eligibility is governed by the Welfare Policy. The membership system shall supply verified registration date, probation/Bonafide status, Good Standing, package, contribution history, next-of-kin/dependant declarations and any applicable restriction. Welfare decision-makers shall not alter membership records without authorized correction.

9.3 Economic Services

Savings, shares/member capital, Table Banking, loans, ProChama and enterprise services are governed by Finance and specialized economic-services policies. ProChama participation is voluntary and does not replace mandatory membership obligations or core savings. A member may participate in multiple approved circles within exposure limits without creating duplicate membership. Membership administration verifies identity, status, CAG and product linkages but shall not bypass product, credit, liquidity or payout controls.

9.4 90-Day Eligibility Principle

Unless a specific policy lawfully provides otherwise, full welfare, credit and leadership eligibility ordinarily begins only after the member has completed 90 days from effective registration and satisfied the applicable onboarding obligations. Programs may admit probationary members to learning, mobilization or non-financial activities earlier.

9.5 Benefit Deductions and Set-Off

Any deduction of arrears from an approved welfare benefit or refund must be expressly authorized by the applicable policy, clearly disclosed and recorded. Membership officers shall not make ad hoc deductions.

9.6 Fair Targeting

Prosper may run programs specifically for women, youth, PWDs, vulnerable/marginalized persons, farmers, entrepreneurs, artists, faith communities or other groups. Targeting shall be transparent and shall not falsely represent the entire Society as being led by a category unless the relevant definition is actually met.

CHAPTER 10 - LEADERSHIP ELIGIBILITY, REPRESENTATION AND MEMBER DEMOCRACY

Who may lead and represent members

10.1 Baseline Eligibility

Unless the Constitution or a specific office rule provides otherwise, a person seeking member leadership should be Bonafide, in Good Standing, have completed the minimum membership period, demonstrate integrity and competence, and have no unresolved accountability or serious disciplinary sanction.

10.2 Current 90-Day Leadership Rule

The standard membership maturity period for ordinary leadership eligibility is 90 days from effective registration plus completion of applicable obligations. Higher offices may require longer service, qualifications, performance evidence, vetting or appointment procedures under the Governance Manual.

10.3 Directors and Shares / Member Capital

Where the current Finance Policy requires Directors to maintain minimum shares/member capital, membership administration shall verify the requirement as part of eligibility but shall not treat payment alone as sufficient for appointment.

10.4 CAG Leadership

The officially recognized CAG positions are Chairperson, Assistant Chairperson, Secretary, Assistant Secretary, Treasurer, Organizing Secretary, Assistant Organizing Secretary, Welfare Officer and Assistant Welfare Officer. Selection, tenure, removal and vacancies follow the Constitution and Governance Manual.

10.5 Representation and Inclusion

Membership records shall support gender, age, disability, geographic and other inclusion monitoring without creating unlawful quotas or exposing sensitive data unnecessarily. Prosper shall intentionally build pathways for women, youth, PWDs, vulnerable/marginalized persons, professionals and other constituencies to participate in committees and representative platforms.

10.6 No Purchase of Office

No membership payment, donation, sponsorship or contribution shall by itself buy a leadership office, preferential vote or immunity from accountability.

CHAPTER 11 - DEPENDANTS, NEXT OF KIN, BENEFICIARIES AND HOUSEHOLD RECORDS

Protecting welfare and succession records

11.1 Declaration Requirement

Members shall declare next of kin and any dependants/beneficiaries required by the Welfare Policy using the approved form. The member is responsible for keeping these records current.

11.2 Evidence and Verification

Prosper may request reasonable evidence of relationship, age, guardianship, marriage, dependency or other eligibility where a benefit depends on that relationship. Community verification may supplement but should not replace reliable documentation where available.

11.3 Changes to Beneficiaries

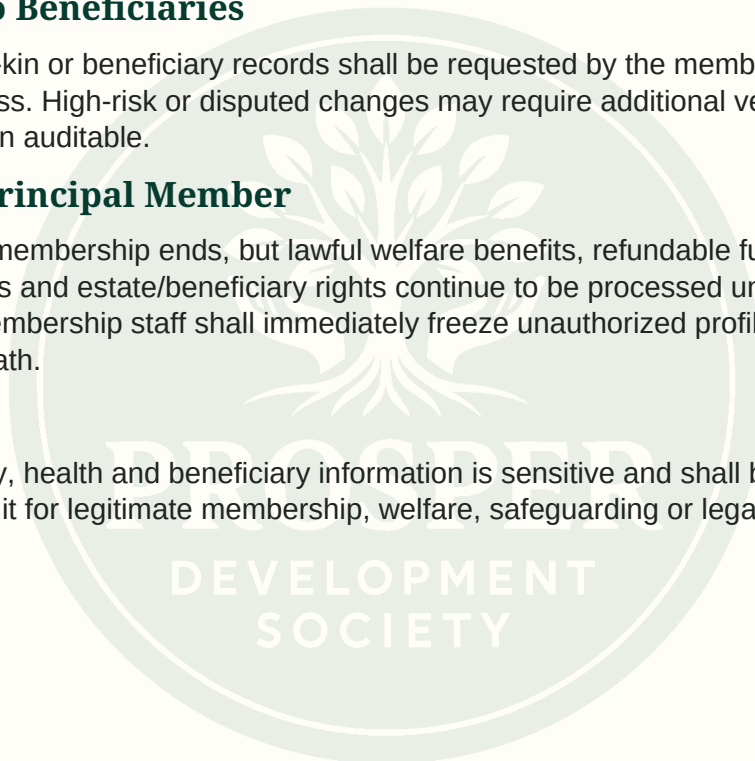
A change to next-of-kin or beneficiary records shall be requested by the member through an authenticated process. High-risk or disputed changes may require additional verification. Historic changes shall remain auditable.

11.4 Death of Principal Member

On death, ordinary membership ends, but lawful welfare benefits, refundable funds, loans, guarantees, liabilities and estate/beneficiary rights continue to be processed under applicable policies and law. Membership staff shall immediately freeze unauthorized profile changes after verified notice of death.

11.5 Privacy

Household, disability, health and beneficiary information is sensitive and shall be accessed only by officers who require it for legitimate membership, welfare, safeguarding or legal purposes.



CHAPTER 12 - COMPLAINTS, GRIEVANCES, APPEALS AND MEMBER SERVICE STANDARDS

Resolving issues before they become institutional conflict

12.1 Right to Raise a Matter

A member may raise a complaint about records, CAG administration, unfair treatment, benefit processing, conduct, elections, financial posting, leadership or policy application through approved channels.

12.2 Normal Escalation

Routine service matters should be resolved as close to the source as possible. CAG issues normally escalate through Ward, Subcounty and County structures before National/Country Secretariat review. Matters involving conflicts at a lower level may bypass that level.

12.3 Appeals

Where a membership decision materially affects admission, status, suspension, expulsion, benefit eligibility or refund, the member shall have access to the appeal process defined by this Policy, Governance Manual or relevant specialized policy. An appeal does not automatically suspend urgent protective measures.

12.4 Records Disputes

Disputed contribution or membership records shall be reconciled using receipts, provider statements, banking records, attendance, approved forms, PIMIS audit trails and other credible evidence. Screenshots or informal lists may support but should not alone override authoritative financial records.

12.5 Timeliness and Communication

Decisions should be communicated in plain language, stating the outcome, reason, effective date and next step where applicable. Complex investigations may take longer, but silence or indefinite delay is not acceptable administration.

CHAPTER 13 - SUSPENSION, RESTRICTION, DISCIPLINE AND EXPULSION

Firm institutional protection with fair process

13.1 Grounds for Action

- Serious or repeated breach of the Constitution or policies.
- Fraud, theft, misappropriation or falsification of records.
- Violence, threats, harassment, discrimination or safeguarding violations.
- Persistent material non-compliance after reasonable notice where sanction is authorized.
- Abuse of Prosper funds, property, brand, data, systems or authority.
- Malicious impersonation, unauthorized collection of money or false representation of office.
- Unlawful disclosure of protected information or deliberate data compromise.
- Deliberate sabotage or conduct materially prejudicial to Prosper's lawful operations.
- Refusal to account for Society resources or return property after lawful demand.

13.2 Precautionary Restriction

Where necessary to protect people, funds, evidence, data, reputation or operations, an authorized officer may impose temporary restrictions such as freezing leadership powers, system access, collection authority or benefit processing pending investigation. A precautionary restriction is not a final finding of guilt.

13.3 Fair Process

- Communicate the material allegations.
- Give reasonable time and opportunity to respond.
- Use an authorized and reasonably impartial decision-maker.
- Disclose and manage conflicts of interest.
- Consider evidence, seriousness, history, mitigation and consistency.
- Record reasons and sanction.
- Provide an appeal route.

13.4 Sanctions

Sanctions may include warning, restitution, mandatory training, temporary restriction, suspension, removal from a member leadership role, loss of specific privileges, expulsion, recovery action or referral to authorities where appropriate. Sanctions shall be proportionate and may be combined where necessary.

13.5 Expulsion

Expulsion terminates membership but does not erase debts, guarantees, confidentiality, intellectual-property duties, pending accountability, property-return obligations or lawful recovery rights. Non-refundable contributions do not become refundable merely because membership ended through discipline.

13.6 Re-Application After Expulsion

The disciplinary decision may specify a minimum exclusion period or permanent ineligibility in cases of grave misconduct. Any future application is a fresh application and may consider the prior record.

CHAPTER 14 - VOLUNTARY WITHDRAWAL, CLEARANCE, REFUNDS AND RE-ENTRY

A controlled exit protects both the member and Prosper

14.1 Sixty-Day Written Notice

A member wishing to withdraw shall give not less than 60 days' written notice through the approved channel. The notice shall state the intended effective date, contact information and any relevant refund/clearance request.

14.2 Membership During Notice

Notice does not immediately extinguish obligations, debts, guarantees, accountability, custody duties, pending disciplinary jurisdiction or contractual obligations arising before the exit date. The member remains subject to lawful administration during the notice period.

14.3 Exit Clearance

- Confirm member identity and intended exit date.
- Reconcile all contributions, savings, shares/member capital and loan balances.
- Resolve guarantor obligations and outstanding guarantees.
- Return Society property, records, devices, stock, books, banners or materials.
- Close leadership/committee responsibilities and complete handover where applicable.
- Resolve outstanding imprests, advances, facilitation or accountable funds.
- Record unresolved disciplinary/legal matters.
- Confirm data/communication status and archive access appropriately.

14.4 Non-Refundable Amounts

Registration fees, annual subscriptions, welfare contributions, development levies, branding payments, event contributions, donations, administrative charges and other amounts designated as non-refundable shall not be refundable on withdrawal unless law or a specific binding agreement requires otherwise.

14.5 Refundable Member Funds

Only balances expressly classified as refundable member funds under the Finance Policy or specific contract may be refunded. Unless prohibited by law or binding contract, the refundable balance is subject to a 10% administration and processing charge plus lawful set-off of debts, arrears, penalties, guarantees, attributable losses and other authorized deductions.

14.6 Refund Processing

Refunds shall be processed only after clearance and verification, using official financial channels. The Finance Policy controls liquidity, approvals, payment evidence, timeline and accounting. A member shall receive a settlement statement showing opening refundable balance, deductions, administration fee and net amount payable.

14.7 Withdrawal of Exit Notice

A member may request cancellation of a withdrawal notice before its effective date. Cancellation requires written approval and may be refused where irreversible actions have already been taken or serious unresolved matters exist.

14.8 Re-Entry

A former member has no automatic right to re-entry, restored seniority, previous leadership or previous compliance status. Re-admission requires a fresh application, entrance fee and any waiting period prescribed by policy. Prior debts, misconduct or unresolved guarantees may be considered.



CHAPTER 15 - DEATH, INCAPACITY, INACTIVITY AND SPECIAL STATUS

Continuity with dignity and accurate records

15.1 Death

Membership ends on death. The record shall be marked Deceased rather than deleted. Welfare, estate, beneficiary, refundable-fund, loan, guarantee and asset-accountability processes shall be completed using the applicable policies and law.

15.2 Incapacity

Physical or mental incapacity shall not automatically terminate membership. Prosper shall consider reasonable accommodation, supported communication and authorized representatives where lawful and necessary. Leadership capacity is assessed separately under the Governance Manual.

15.3 Inactive Members

A member may be classified Inactive where there is prolonged absence or non-participation without formal exit. Inactive status does not erase liabilities or create an automatic refund. Re-activation criteria shall be prescribed in SOPs and may require data verification, arrears arrangements and CAG reassignment.

15.4 Missing / Unreachable Members

Where communication repeatedly fails, Prosper shall preserve the member record, flag contact verification and restrict high-risk transactions until identity/contact is revalidated. Unclaimed funds shall be treated according to law and Finance Policy, not absorbed informally.

15.5 Vulnerability and Emergency Status

Where a member is temporarily unable to comply because of severe hardship, disaster, illness or vulnerability, the relevant policy may authorize a grace or arrangement status. Such status shall be time-bound, documented and reviewed.

CHAPTER 16 - CORPORATE, INSTITUTIONAL, HONORARY AND INTERNATIONAL MEMBERSHIP

Membership architecture for scale beyond individual CAGs

16.1 Corporate / Institutional Members

Prosper may admit lawful organizations, businesses, associations, institutions, FBOs, cooperatives, professional bodies or other entities whose purposes are compatible with Prosper. Admission shall be documented through an institutional membership agreement and authorized representative.

16.2 Rights of Institutional Members

Institutional membership does not automatically confer ordinary individual membership on staff or members of the institution. Voting, representation, fees, access to programs and use of Prosper branding shall be expressly defined. Individuals who need personal welfare/credit rights must qualify separately as individual members.

16.3 Honorary Membership

The Board or Congress may confer honorary membership on persons of distinguished service, expertise or strategic value. Honorary status is recognition and does not create automatic voting, borrowing, welfare, ownership or remuneration rights.

16.4 International Membership

Prosper may admit members in approved country operations, diaspora networks or international platforms subject to applicable law. Each country may issue an annex covering local identity documents, currency, privacy, payment channels, statutory requirements and territorial structures while preserving the constitutional core.

16.5 Cross-Border Data and Benefits

Cross-border membership information shall be transferred only through lawful and secure arrangements. Welfare or economic products shall not be offered in another jurisdiction merely because a person is a Prosper member if the product requires local authorization.

16.6 Partnerships Are Not Membership

Donors, sponsors, government agencies and program partners do not become members merely by partnering with Prosper unless they separately apply and are admitted under the appropriate category.

CHAPTER 17 - MEMBERSHIP ADMINISTRATION, OVERSIGHT AND QUALITY ASSURANCE

Who owns the process and how quality is measured

17.1 Institutional Responsibility

Office / Level	Membership Responsibility
Board of Directors	Policy oversight, material exceptions, appeals reserved by policy and strategic membership direction.
Founder-President	Strategic stewardship, final authority on matters reserved by Constitution/delegation and protection of institutional integrity.
Director Secretariat	Board portfolio owner for governance, records and membership systems.
Executive Director	Executive accountability for implementation and service performance.
Executive Secretary	National/Country administrative lead for membership records, admissions, registers and compliance processes.
Finance Officer	Financial verification, member balances, refunds and reconciliation; no unilateral power to alter membership status.
Programs Officer	CAG/field integration, placement and operational participation data.
Welfare Officer	Dependants, beneficiary and welfare-status interface within privacy rules.
County Team	Territorial verification, CAG placement, support and escalation.
Subcounty / Ward Champions	Local coordination, verification and member communication; no implied power to expel or alter financial records.
CAG Officials	Grassroots onboarding support, meeting/member support and first-line record verification.

17.2 Membership Dashboard

PIMIS shall support dashboards for total registered members, probationary members, Bonafide members, Good Standing, inactive/suspended/withdrawn/deceased status, CAG distribution, demographic inclusion, pending applications, transfers, data corrections and unresolved exits. Dashboards shall use controlled definitions.

17.3 Membership Audit

At least annually, Prosper shall conduct a membership integrity review covering duplicate records, invalid IDs, deceased members, CAG mismatches, unprocessed applications, inactive accounts, missing beneficiary declarations, unexplained status changes and unauthorized data edits.

17.4 Access Controls

Role-based permissions shall restrict who can create, approve, edit, suspend, terminate, restore or export membership records. No user shall be able to erase material history without an audit trail.

17.5 Service and Performance Indicators

Membership administrators may be measured on application turnaround, onboarding completion, data quality, transfer resolution, complaint resolution, CAG coverage, retention, Good Standing, member satisfaction and error rates. Targets belong in operational scorecards, not the constitutional core.



CHAPTER 18 - TRANSITION, ENFORCEMENT, REVIEW AND IMPLEMENTATION

Moving existing members into one controlled system

18.1 Existing Members

Members already validly registered before this Policy remain members, subject to record reconciliation and classification under the current status model. The Policy shall not be used to erase valid seniority merely because a newer PIMIS field or ID format was introduced.

18.2 Application Backlog and Legacy Records

Completed membership application records accepted by Prosper but awaiting number/ID assignment shall be processed into the official register where they meet admission requirements. Legacy CBO names or records specifically excluded by Board decision shall remain excluded unless those persons apply afresh.

18.3 Policy Enforcement

Leaders and staff who knowingly bypass admission controls, create ghost members, manipulate status, misappropriate entrance fees, falsify refunds or unlawfully disclose member data may face disciplinary, recovery and legal action.

18.4 Review and Amendment

The Board may amend this Policy consistently with the Constitution and applicable law. Any change to constitutional entrance/annual subscription fees or other matter requiring constitutional/regulatory process shall follow that higher process rather than being changed by policy alone.

18.5 Implementation Priority

Within 90 days of adoption, Prosper shall align membership forms, PIMIS/AppSheet tables, CAG registers, digital passbook, status logic, transfer forms, exit clearance, refund workflow, dependants declarations and leadership eligibility checks with this Policy.

SCHEDULE 1 - CURRENT MEMBER FINANCIAL OBLIGATIONS

Operational schedule as at the 2026 Master Membership Policy

Obligation	Current Amount / Rule	Membership Treatment
Registration Fee	KES 500 one-time	Required for admission; non-refundable after valid registration.
Annual Subscription	KES 600 per calendar year	Mandatory ongoing membership obligation; non-refundable.
Monthly Welfare	Silver KES 350; Gold KES 550; Platinum KES 950	Welfare package contribution; eligibility governed by Welfare Policy.
Development Levy	KES 100 monthly	Mandatory development obligation under current structure.
Branding Kit	KES 3,500 within 90 days	Current onboarding obligation; non-refundable after supply/commitment.
Minimum Savings	KES 1,000 within 90 days	Refundable member savings under Finance Policy, subject to clearance/set-off.
Ongoing Savings Discipline	Minimum KES 50 weekly or KES 200 monthly unless amended	Member savings discipline under Finance Policy.
Minimum Shares / Member Capital	KES 3,000 where applicable; currently mandatory for Directors unless revised	Leadership/economic eligibility treatment subject to Finance and Governance rules.
Event Contribution	KES 100 per approved event where applicable	Purpose-specific contribution under current welfare/event framework.

Note: This Schedule records the current operational amounts for member administration. The Master Finance Policy and Welfare Policy control financial classification and benefit rules. Any change to constitutional entrance or annual subscription fees must follow the required constitutional/regulatory process.

SCHEDULE 2 - MEMBERSHIP LIFECYCLE AND STATUS ARCHITECTURE

Standard end-to-end membership journey

Stage	Status	Key Trigger	Next Step
1	Applicant	Approved application submitted	Verification
2	Approved - Pending Entry	Eligibility verified	PIMIS/register activation
3	Probationary Member	Effective registration date	90-day onboarding
4	Bonafide Member	Probation and onboarding completed	Maintain compliance
5	Member in Good Standing	Current obligations and no sanction	Full applicable participation
6	Grace / Arrangement	Approved hardship/rescheduling	Review by due date
7	Inactive / Restricted	Non-participation or temporary restriction	Reactivation / investigation
8	Suspended	Formal temporary sanction	Review / appeal
9	Withdrawn	60-day notice + clearance effective	Archive / possible fresh re-entry
10	Expelled	Final disciplinary termination	Archive / exclusion rule
11	Deceased	Verified death	Welfare/estate settlement

SCHEDULE 3 - MINIMUM MEMBERSHIP APPLICATION FIELDS

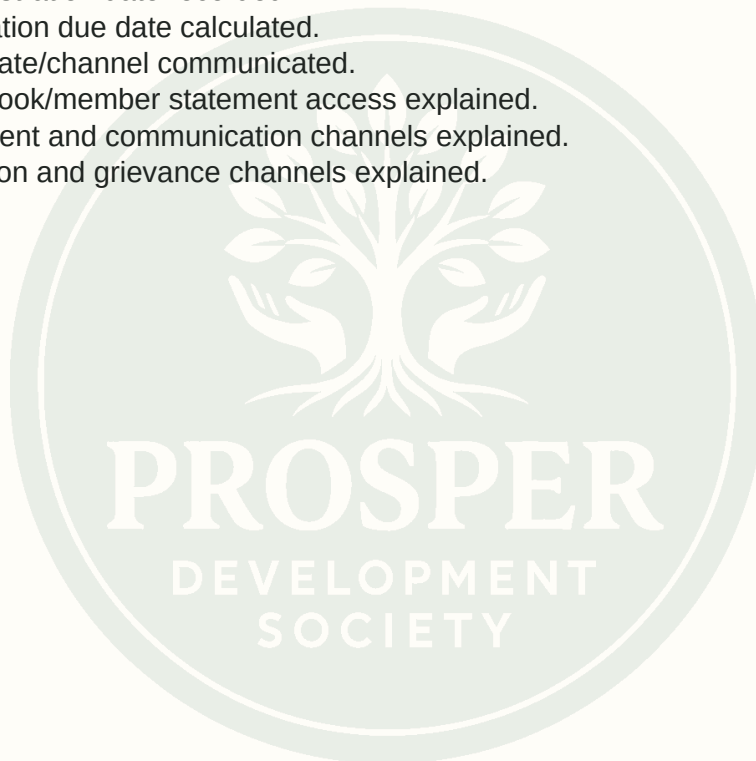
Controlled data set - expand only where justified

Data Group	Minimum Fields
Identity	Full name; ID/passport/approved identifier; date of birth; gender; photograph where used.
Contact	Phone; alternative phone; email; postal/physical address as appropriate.
Territory	Country; county/region; subcounty/district; ward/locality; proposed CAG.
Inclusion	Disability/inclusion data where voluntarily provided or required for lawful support.
Next of Kin	Name, relationship, phone, location.
Dependants / Beneficiaries	Fields required by Welfare Policy and declaration form.
Membership	Referrer; application date; entrance fee evidence; prior Prosper membership.
Consent / Declarations	Constitution/Code acceptance; data notice; truthfulness declaration; signature/date.
Administration	Application ID; reviewer; approval; effective registration date; Membership Number; Membership ID.

SCHEDULE 4 - ONBOARDING AND ADMISSION CHECKLIST

For CAG, County and Secretariat use

- 1. Application complete and signed/submitted through approved digital channel.
- 2. Identity reasonably verified.
- 3. Duplicate/member-history search completed.
- 4. Entrance fee KES 500 verified through official channel.
- 5. CAG/territorial placement identified.
- 6. Next-of-kin/beneficiary declaration initiated.
- 7. Constitution, Member Code and key obligations explained/accepted.
- 8. PIMIS record created with unique Membership ID.
- 9. Membership Number assigned.
- 10. Effective registration date recorded.
- 11. 90-day probation due date calculated.
- 12. Orientation date/channel communicated.
- 13. Digital passbook/member statement access explained.
- 14. Official payment and communication channels explained.
- 15. Data correction and grievance channels explained.



SCHEDULE 5 - 90-DAY CONFIRMATION MATRIX

Minimum evidence before Bonafide confirmation

Requirement	Evidence	Status
90 days elapsed	System-calculated from effective registration date	Required
Orientation completed	Attendance/digital completion record	Required
CAG integration	Primary CAG/territorial record active	Required where applicable
Data complete	Identity/contact/next-of-kin minimum fields	Required
Annual subscription	Payment/approved arrangement	Required per current schedule
Welfare package	Selected package and contribution history	Required for welfare Good Standing
Development levy	Current/arranged	Required per policy
Branding kit	Paid/supplied/approved arrangement within 90 days	Current onboarding obligation
Minimum savings	KES 1,000 achieved/approved arrangement	Current onboarding obligation
Conduct	No unresolved serious admission-period misconduct	Required

SCHEDULE 6 - GOOD STANDING AND COMPLIANCE MATRIX

Common status definitions for PIMIS

Status	Meaning	Typical Effect
Fully Compliant	Bonafide; current mandatory obligations; no sanction/accountability issue.	Full applicable rights/benefits subject to product rules.
Partially Compliant	Some current obligations outstanding but not at serious-default threshold.	Some benefits/leadership/credit may be limited.
Grace / Arrangement	Approved hardship, partial-payment or rescheduling arrangement.	Rights according to documented arrangement.
Non-Compliant	Material overdue obligations without approved arrangement.	Restrictions according to Welfare/Finance/Governance rules.
Under Review	Status/data/discipline issue being verified.	Targeted temporary controls only.
Suspended	Formal temporary membership sanction.	Rights restricted as stated in decision.
Inactive	Long-term non-participation without completed exit.	No automatic refund or termination.
Withdrawn	Formal exit effective after notice/clearance.	Membership ended; continuing liabilities survive.

SCHEDULE 7 - MEMBERSHIP NUMBER, ID AND DIGITAL PASSBOOK RULES

Identity controls

- Membership Number shall be a simple sequential/reference number where practical and may appear before Membership ID on member-facing records.
- Membership ID shall be the stable unique system key and shall not be recycled after exit/death.
- Founding/Board-reserved IDs already allocated shall remain preserved.
- Duplicate applications shall not receive a second active Membership ID.
- Digital Passbook shall display status and statements but shall not permit unauthorized editing of master records.
- Lost physical cards do not create a new membership; replacement is linked to the same ID.
- Any QR/barcode shall resolve to controlled member verification, not expose sensitive data publicly.



SCHEDULE 8 - CAG TRANSFER AND MEMBERSHIP MOVEMENT FORM

Minimum fields

Field Group	Required Information
Member	Membership Number; Membership ID; name; phone.
Current Placement	Country; county; subcounty; ward; current CAG.
Requested Placement	Destination country/county/subcounty/ward/CAG.
Reason	Relocation, work, accessibility, CAG restructuring, other.
Clearance	Outstanding records; loans/guarantees; welfare events; property; leadership handover.
Approvals	Current CAG acknowledgment; receiving CAG; Ward/Subcounty/County as applicable; membership administrator.
Effective Date	Date transfer becomes active in PIMIS.
Audit	Processed by; date; notes; source document link.



SCHEDULE 9 - DISCIPLINE AND SUSPENSION PROCESS

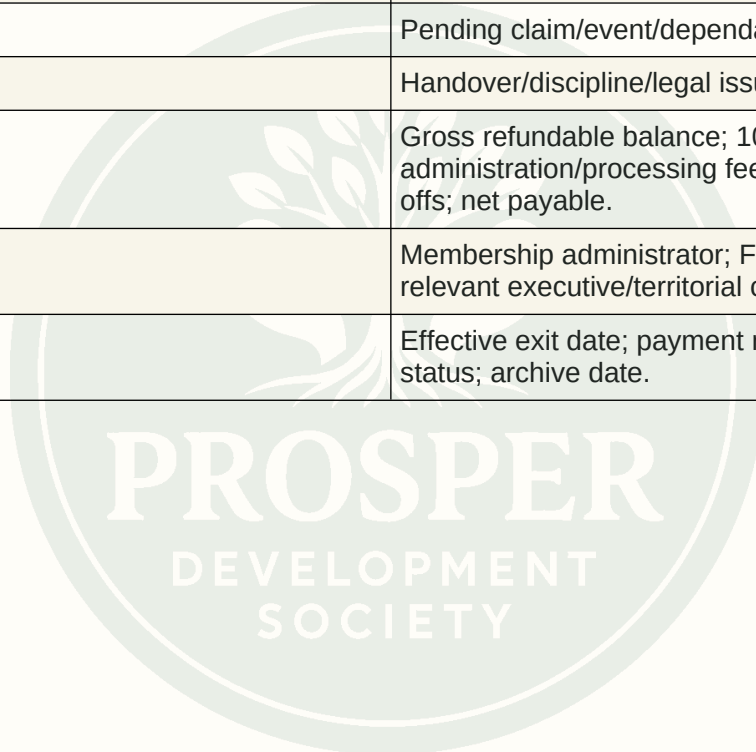
Minimum due-process sequence

Step	Action	Control
1	Receive complaint/incident/referral	Record source and immediate risk.
2	Triage	Determine safeguarding, fraud, financial, conduct or membership route.
3	Precautionary controls if necessary	Limit only what is necessary; record authority and review date.
4	Notice of allegations	State material facts and policy provisions.
5	Response	Give reasonable opportunity and support/accessibility.
6	Investigation / hearing	Impartial, evidence-based and conflict-controlled.
7	Decision	Written reasons, sanction, effective date.
8	Appeal	Independent/higher authority where available.
9	Implementation	Update membership status, system permissions and financial/welfare interfaces.
10	Closure / retention	Preserve records, monitor recovery/property return if needed.

SCHEDULE 10 - EXIT CLEARANCE AND REFUND FORM

Controlled termination workflow

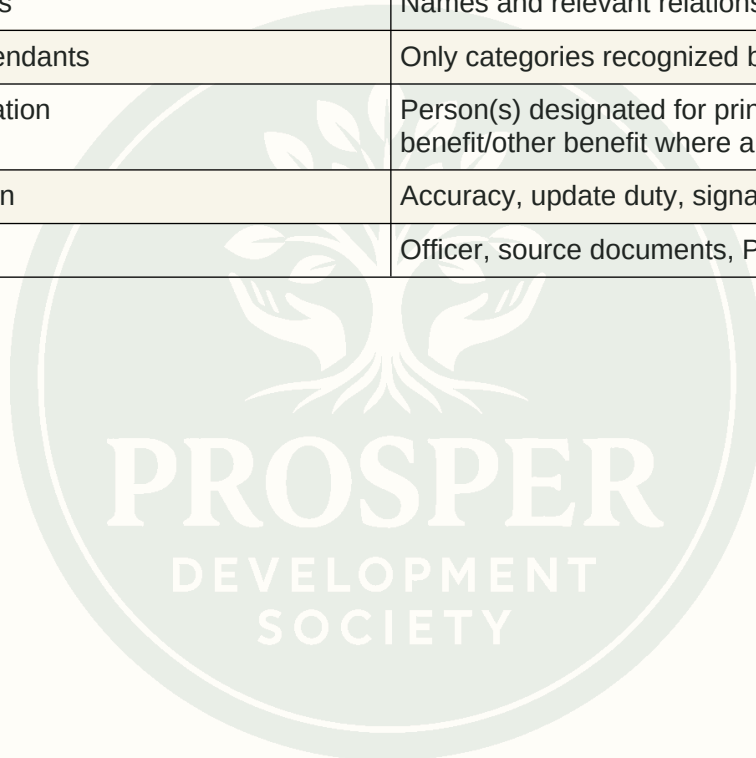
Section	Minimum Information
Notice	Date received; intended exit date (minimum 60 days); reason; contact.
Membership	Number; ID; CAG; status; leadership office if any.
Finance	Savings; shares/member capital; loan; arrears; guarantees; advances; refunds.
Property	Books, devices, banner, stock, ID/card, records or other assets returned.
Welfare	Pending claim/event/dependant matter identified.
Governance	Handover/discipline/legal issue identified.
Refund	Gross refundable balance; 10% administration/processing fee where lawful; set-offs; net payable.
Approvals	Membership administrator; Finance Officer; relevant executive/territorial clearance.
Closure	Effective exit date; payment reference; PIMIS status; archive date.



SCHEDULE 11 - DEPENDANTS / NEXT-OF-KIN DECLARATION

Membership and welfare record

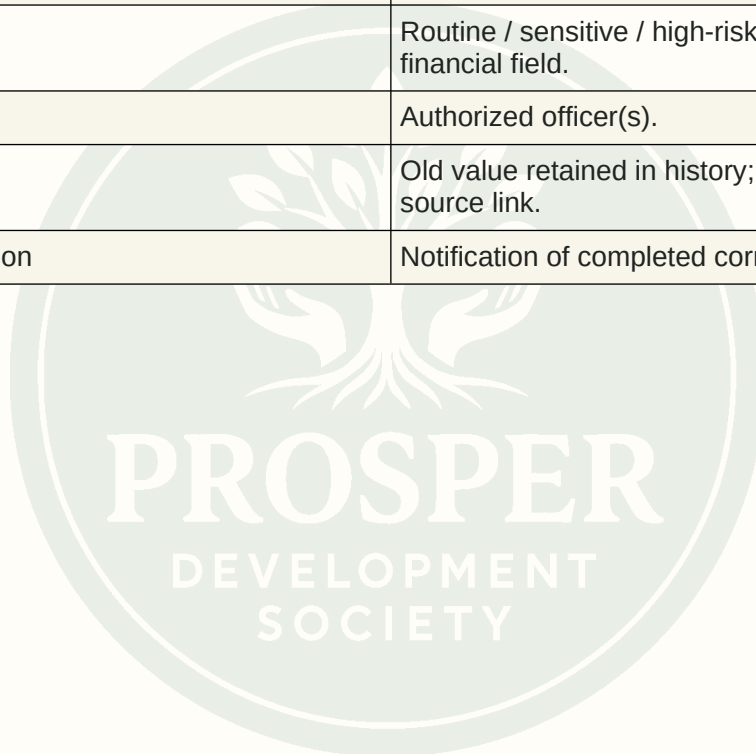
Field	Detail
Member Identity	Membership Number, Membership ID, full name.
Next of Kin	Name, relationship, ID where appropriate, phone, location.
Spouse(s)	Name(s), relationship status/evidence where required by Welfare Policy.
Children	Name, date of birth, relationship/evidence.
Parents / Guardians	Names and relevant relationship information.
Other Eligible Dependents	Only categories recognized by Welfare Policy.
Beneficiary Declaration	Person(s) designated for principal-member death benefit/other benefit where applicable.
Member Declaration	Accuracy, update duty, signature/date.
Verification	Officer, source documents, PIMIS update, date.



SCHEDULE 12 - MEMBER DATA CORRECTION REQUEST

Audit-safe correction template

Field	Required Information
Member	Membership Number; Membership ID; name; phone.
Field to Correct	Exact current value and requested value.
Reason	Error, legal name change, contact change, relationship update, other.
Evidence	ID, certificate, affidavit, contact verification or other relevant support.
Risk Level	Routine / sensitive / high-risk beneficiary or financial field.
Approval	Authorized officer(s).
Audit Trail	Old value retained in history; date/time/user; source link.
Member Confirmation	Notification of completed correction.



SCHEDULE 13 - MINIMUM MEMBERSHIP REGISTERS

Required administrative records

- Master Membership Register
- Pending Applications Register
- Rejected/Deferred Applications Register
- Probation & 90-Day Confirmation Register
- CAG Transfer Register
- Data Correction Register
- Suspension/Restriction/Expulsion Register
- Withdrawal & Exit Clearance Register
- Refund Tracking Register (cross-reference Finance)
- Dependants/Beneficiary Register (restricted access)
- Corporate/Institutional Membership Register
- Honorary Membership Register
- Membership Complaints/Appeals Register
- Membership Cards/ID Replacement Register
- Legacy/Duplicate Resolution Register



SCHEDULE 14 - LEADERSHIP ELIGIBILITY CHECKLIST

Membership gate before Governance vetting

- 1. Active Membership ID and verified identity.
- 2. Bonafide status and required membership maturity period completed.
- 3. Good Standing or approved status acceptable for the office.
- 4. No current suspension.
- 5. No unresolved material accountability, property, loan/advance or disciplinary issue.
- 6. Current shares/member capital requirement satisfied where applicable to Directors.
- 7. Required CAG/territorial participation history verified where office requires it.
- 8. No disqualifying conflict or prior sanction under Governance Manual.
- 9. Eligibility output recorded in PIMIS/governance file before appointment/election.



SCHEDULE 15 - CORPORATE / INTERNATIONAL MEMBERSHIP ANNEX

Minimum additional controls

Area	Required Provision
Legal Entity	Registered name, jurisdiction, registration number, official address.
Authorized Representative	Named person and evidence of authority.
Purpose / Alignment	Reason for membership and compatibility with Prosper objects.
Fees	Approved institutional fee and currency/payment channel.
Rights	Voting/representation/program access expressly stated.
Data / Privacy	Applicable jurisdiction and transfer safeguards.
Brand Use	No use of Prosper name/logo beyond written permission.
Country Law	Any local registration, tax, AML/CFT or regulatory requirement.
Termination	Notice, outstanding obligations and effect on representative access.



SCHEDULE 16 - 90-DAY MEMBERSHIP IMPLEMENTATION CHECKLIST

Immediate alignment actions

#	Action	Owner	Evidence
1	Approve controlled membership forms and digital application.	Executive Secretary / Director Secretariat	Approved form set
2	Reconcile current Membership Register against PIMIS.	Membership / PIMIS	Reconciliation report
3	Assign missing Membership Numbers and stable Membership IDs.	Membership / PIMIS	Updated register
4	Resolve duplicate and malformed records.	Membership / Data Quality	Exception register
5	Keep excluded legacy CBO names outside active Society membership unless they apply afresh.	Membership / Governance	Legacy exclusion log
6	Process accepted application backlog into registered-member records.	Membership / PIMIS	Admission batch report
7	Activate probation/Bonafide/Good Standing status logic.	PIMIS / Secretariat	Status rules tested
8	Deploy next-of-kin/dependant declaration workflow.	Welfare / Membership	Completed declarations
9	Deploy CAG transfer and data correction workflows.	Programs / Secretariat	Forms + register
10	Deploy exit/clearance/refund workflow with Finance.	Membership / Finance	Integrated workflow
11	Implement leadership eligibility check.	Governance / Membership	Eligibility checklist
12	Publish Member Handbook from this Policy.	Secretariat / Communications	Approved handbook
13	Train CAG officials, Champions and County teams.	Programs / Secretariat	Training attendance
14	Issue membership dashboard and monthly quality report.	PIMIS / Executive Secretary	Dashboard + report



CERTIFICATION AND ADOPTION

This Master Membership Policy is adopted as the controlled membership governance instrument of Prosper Development Society with effect from 1 June 2026. It shall be read together with the Master Working Constitution, Master Governance Manual, Master Finance Policy, Welfare Policy, Field Operations Policy and subsequent controlled instruments. Existing membership practices inconsistent with this Policy shall be aligned through approved transitional action.

CERTIFICATION STATEMENT

We certify that this Policy was approved for implementation as an official subsidiary governance instrument of Prosper Development Society and that controlled copies shall be administered through the Secretariat.

Office	Name (print clearly)	Signature	Date signed
Founder-President	Gago Leakey Acharry		
Director Secretariat	Maureen Muhonja		
Director Finance & Investments	Kizito Baraza Oboya		
Director Programs	Asman Shihoba Opanda		
Director Welfare & Social Impact	Petronilla Wafula		

Official Seal / Stamp:

Controlled document reference: PDS/MEM/POL/2026/01

End of Master Membership Policy 2026