**CONSTITUTION**

**OF**

**FEDERAL GOVERNMENT COLLEGE**

**IDOANI ALUMNI ASSOCIATION**

**PREAMBLE**

**WE, THE MEMBERS OF FEDERAL GOVERNMENT COLLEGE, IDO-ANI ALUMNI ASSOCIATION** A NOT FOR-PROFIT AND NON-POLITICAL ORGANISATION DO FIRMLY AND SOLEMNLY RESOLVE TO PROVIDE FOR OURSELVES A CONSTITUTION AND TO BE GOVERNED BY THE PROVISIONS THEREIN CONTAINED.**.**

1. **NAME**

The name of the Association shall be **Federal Government College, Idoani Alumni Association** (“Association”).

1. **ADDRESS**

The address of the Association shall be situated in the Lagos State of Nigeria, provided that the Association may maintains Branches or Liaison offices in other towns in the Federal Republic of Nigeria and in countries outside Nigeria as the National Executive Council may from time to time approve.

1. **AIMS AND OBJECTIVES**

The aims and objectives of the Association are as follows:

1. to rekindle, promote and sustain the founding vision, ideals, welfare and infrastructure of the Federal Government College Idoani (‘**the School’**);
2. to provide a national platform to enable all alumni of the School contribute positively towards its progress.
3. to ensure the protection and enhancement of the welfare of members of the Association all over Nigeria and beyond
4. to promote academic excellence and scholarship in the School.
5. to encourage the development of good leadership skills among students and alumni of the School.
6. to cooperate with and render assistance to the authority of the School in the management, control, and administration of the School in line with government policies and objectives .
7. to identify indigent students of the School and evolve financial schemes whenever it is deemed convenient to provide assistance to such students.
8. to promote good relations among members of the Association and between the alumni associations of other Unity Schools in Nigeria.
9. to advocate and influence policies and enactments in manners favourable to the School at all levels of government in the Federal Republic of Nigeria.
10. to encouragethe establishment of liaison offices and branches of the Association in other towns in the Federal Republic of Nigeria and in countries outside Nigeria.
11. to promote national unity and integration among the diverse peoples, cultures and religions of Nigeria in line with the founding ideology of the School, being one of the Unity Schools in Nigeria.
12. to undertake anything or project that is reasonably incidental or consequential to the furtherance of these aims and objectives.
13. **TRUSTEES**
	1. COMPOSITION
14. The Trustees of **Federal Government College, Idoani Alumni Association** (“**Trustees**”),for the purposes of Part C of the Companies and Allied Matters Act Cap C20 LFN 2004 (“the Act”) and connected matters shall be elected at a General Meeting by two-thirds (2/3) majority votes of members present.
15. The Board of Trustees of the Association shall always reflect national spread as far as practicable and be representative of the Association’s diverse membership.
	1. TENURE OF THE TRUSTEES
		1. The trustees shall not be less than five (5) persons and not more than nine (9) persons.
		2. A Trustee shall hold office for a term of three (3) years and may be re-elected after the expiration of his/her initial term for not more than two (2) subsequent terms of three (3) years each. A Trustee shall cease to hold office if he or she:
16. resigns his/her office;
17. ceases to be a member of the Association**.**
18. becomes incapacitated due to infirmity of mind or body to perform the functions of his/her office;
19. is declared officially bankrupt;
20. is convicted of a crime or other offence involving fraud or dishonesty by a Court of competent jurisdiction;
21. is recommended for removal from office by two-thirds majority vote of the members present and voting at a general meeting.
22. is recommended for removal from office by decision of at least two-thirds of the other members of the Board of Trustees.
	1. FILLING OF VACANCY AMONG THE TRUSTEES

Upon a vacancy occurring in the Board of Trustees, any eligible member of the Association may be elected at a General Meeting to fill the vacancy.

* 1. FUNCTIONS, DUTIES AND POWERS OF TRUSTEES
		1. In addition to the power conferred by this Constitution, the Board of Trustees shall have the powers to:
1. apply in the prescribed manner to the Corporate Affairs Commission for registration under the Act.
2. ensure compliance with all legal requirements for proper documentation of the affairs of the Association as provided by the Act;
3. acquire and hold in trust all lands belonging to the Association and procure on her behalf real property and chattels subject to the provisions of the Act; and
	* 1. The Trustee shall act in good faith and at all times in the interest of the Association.
4. **COMMON SEAL**
	1. The Board of Trustees shall have a common seal.
	2. The seal shall be kept under the custody of the Secretary-General who shall produce it whenever required in furtherance of the Association’s activities.
	3. All documents required to be executed by the Trustees shall be signed by at least two Trustees and sealed with the common seal.
5. **MEETINGS**
	1. For effective administration of the Association there shall be the following meetings:
6. General Meetings of the Association
7. Meetings of the Board of Trustees
8. Meetings of the National Executive Council
9. Meetings of the National Executive Committee (“**NEXCO**”)
	1. The above meetings may be conducted with participation by relevant participants in person or by proxy or means of conference call or other communication facilities which permit all participants to hear one another simultaneously and such participation shall constitute a presence at such meetings as if those participating were physically present.
	2. General Meetings of the Association
		1. The Annual General Meeting shall be held once every calendar year at such time and place as may be determined by the National Executive Committee.
		2. Extra‑Ordinary General Meetings of the Association may be convened by the National Executive Committee:
	3. whenever it deems fit; and
	4. upon requisition by the Board of Trustees.
		1. All members of the Association are entitled to attend the Annual General Meeting and must be given twenty-one (21) days’ notice of the time, place of the meeting and the business to be considered thereat.
		2. The ordinary/usual business of the Annual General Meeting shall be:
10. to receive the report of the President on the activities of the Association during the preceding year;
11. to receive, and consider the Auditor’s and Treasurer’s reports on the financial position of the Association;
12. to remove and/or appoint Auditors;
13. to remove and/or appoint new Trustees;
14. to amend, as may be necessary from time to time, the Constitution of the Association.
	* 1. No business other than that specified in the notice convening a general meeting shall be transacted at a general meeting.
		2. Proceedings at a General Meeting
15. The President shall preside as chairperson at each general meeting of the Association. If the President is absent or unwilling to act, the Vice President shall preside as chairperson at the meeting.
16. The business of the Association at any of its general meetings shall be transacted as directed by the chairperson. Any question for determination at a general meeting shall be determined by a show of hands.
17. On any question arising at a general meeting of the Association, a member shall have one vote only. In the case of an equality of votes on a question at a general meeting, the chairperson of the meeting shall be entitled to exercise a second vote.
18. Proxy voting shall not be undertaken at or in respect of a general meeting.
	1. Meetings of the Board of Trustees
		1. The Trustees may meet together for the dispatch of business, adjourn or otherwise regulate their meetings, as they think fit for the efficient performance of their functions; Provided that they shall not meet less than once every year. The quorum for a meeting of the Board of Trustees shall be not less than three (3) Trustees, when there are five (5) members and shall not be less than six (6) Trustees when there are nine (9) members.
		2. The Board of Trustees shall elect one of the members to be the Chairman and another to be Secretary.
		3. Decisions of the Trustees shall be by simple majority of members present except as may be hereinafter provided.
		4. The Trustees shall make such rules as they deem necessary for proper conduct of their meetings.
	2. Meetings of the National Executive Council
		1. The National Executive Council shall meet at least three (3) times in a year at such times and places as the National Executive Committee may decide. The quorum for the meetings of the National Executive Council shall be ten (10) comprising the President, Vice President, Secretary General, three (3) Trustees and Sets and Chapter Presidents at the meeting.
		2. The President, through the Secretary-General may summon a meeting of the National Executive Council as occasion may demand.
		3. The Board of Trustees shall also be able to requisition a meeting of the National Executive Council. The Secretary-General shall upon receiving a request from the Board of Trustees signed by the Chairman of the Board of Trustees clearly stating the matters sought to be considered, convene a meeting of the National Executive Council within four (4) weeks of receipt of the requisition.
	3. MEETINGS OF THE NATIONAL EXECUTIVE COMMITTEE
		1. The NEXCO shall meet as often as it deems necessary for the efficient performance of its functions. The NEXCO shall hold its meetings at such place and time as it may determine.
		2. Notice of a meeting of the NEXCO shall be given by the Secretary-General in writing to each member of NEXCO not later than seven (7) days (or such other period as may be unanimously agreed on by members) before the time appointed for the holding of the meeting.
		3. Notice of a NEXCO meeting shall specify the general nature of the business to be transacted at the meeting and no business other than that business shall be transacted at the meeting, except business which NEXCO members present at the meeting unanimously agree to treat as urgent business.
		4. Any five (5) NEXCO members which shall include the President (or in his absence the Vice President) shall constitute a quorum for the transaction of the business of a NEXCO meeting. No business shall be transacted at such meeting unless a quorum is present and if, within half an hour of the time appointed for the meeting, a quorum is not present, the meeting shall stand adjourned to the same place and at the same hour of the same day in the following week. If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the number of NEXCO members present shall constitute the quorum for that meeting provided that the President is present.
		5. At a NEXCO meeting:
19. the President or, in the President’s absence, the Vice-President shall preside.
20. questions arising for determination shall be determined by a majority of the votes of members present at the meeting.
21. Each member present (including the chairperson) shall be entitled to one vote but, in the event of an equality of votes on any question, the chairperson may exercise a second or casting vote.
22. **GOVERNING BODIES**
	1. The governance structure of the Association shall consist of the following:
23. The National Executive Council
24. The National Executive Committee
	1. NATIONAL EXECUTIVE COUNCIL
		1. The National Executive Council shall comprise the following;
25. The Trustees
26. National Officers of the Association.
27. The immediate past President and Secretary-General of the Association.
28. Presidents and Secretaries of Chapter of the Alumni Association.
29. Class/Set Presidents
30. A maximum of five (5) members appointed by the National Executives for the tenure of the particular National Executive
	* 1. Functions Of The National Executive Council

The National Executive Council shall be responsible for:

1. Appointment of one of their members or a suitable member of the Association to fill and/or perform the duties pertaining to a vacant office, which said vacancy may occur due to infirmity of mind or body or any other cause.
2. Any member who is absent from three (3) consecutive meetings of the National Executive Council shall cease to be a member of the National Executive Council unless he/she shows reasonable cause for such absence to the satisfaction of the National Executive Council, provided however that if the defaulting member is a National Officer he/she shall be deemed to have vacated his/her office.
	1. THE NATIONAL EXECUTIVE COMMITTEE
		1. The NEXCO shall have responsibility for the day to day running of the affairs of the Association in accordance with provisions of this Constitution and shall exercise and execute the following powers and functions:
3. Carry out the decisions of members at General Meetings of the Association as well as those of the National Executive Council.
4. Management of the finances of the Association including opening, maintaining and operating accounts with reputable banks.
5. To express the views of the Association upon any matter of public interest or upon any matter of general interest to the Association.
6. To make all necessary arrangements for Annual General Meetings or any other general meetings of the Association.
7. To cause the accounts of the Association to be audited annually by competent auditing/accounting professionals who are full members of the Association and who shall be appointed (or the appointment of which shall be ratified) at an Annual General Meeting of the Association.
8. Generally to exercise all the powers vested in the Association so as to promote and carry out the aims and objectives of the Association as contained in this Constitution, and in particular, when the need arises to apply for and receive donations on behalf of the Association.
	* 1. The NEXCO shall comprise the following officers of the Association who shall be elected at an Annual General Meeting of the Association:
9. The President
10. The Vice-President
11. The Secretary-General
12. The Assistant Secretary-General
13. The Treasurer
14. The Financial Secretary
15. The Assistant Financial Secretary
16. The Publicity Secretary
17. The Assistant Publicity Secretary
18. The Welfare Secretary
19. The Legal Adviser.
20. The Internal Auditor.
	* 1. The tenure of office of all officers of the Association shall be two (2) years, from the date of their respective appointments and may be re-elected after the expiration of the initial term for another term of two (2) years. An officer of the Association shall cease to hold office:
21. if he/she resigns his office;
22. if he/she is incapable of performing his/her functions arising from physical or mental deficiency induced by the infirmity of mind or physical disability;
23. on the expiration of the relevant tenure (where he/she has not been re-elected or not eligible for re-election);
24. if he/she is officially declared bankrupt;
25. if he/she is convicted of a criminal offence involving dishonesty by a court of competent jurisdiction;
26. if he/she is removed from the position in accordance with this Constitution;
27. if he/she misses three (3) consecutive National Executive Council meetings without any justifiable reason; or
28. if he/she ceases to be member of the Association.
	* 1. A person shall be eligible to be elected as a member of the NEXCO if:
29. he is a full member of the Association and nominated for the particular office by two (2) full members of the Association and that the said member has met all financial obligations due to the Association.
30. for the offices of Financial Secretary and Internal Auditor, the candidates shall be practicing accountants or persons of cognate qualifications.
31. for the office of Legal Adviser, such candidates shall be legal practitioners of not less than 10 years post call experience.
	* 1. National spread and gender representation shall, as much as practicable, be taken into consideration in filling the National Offices.
		2. A national officer of the Association shall not qualify for re-election to the same office after serving two consecutive terms of two (2) years each. He/she may qualify for re-election after at least one intervening period of two (2) years.
32. **DUTIES OF OFFICERS**
	1. THE PRESIDENT

The duties of the Presidentshall include:

1. Presiding at the general meetings of the Association and the meetings of the National Executive Committee.
2. directing the convening of the general meetings of the Association and meetings of the National Executive Council and the NEXCO in accordance with the provisions of this Constitution.
3. co-ordinate the activities of the Association;
4. providing direction and leadership to all committees of the Association and appoint the chairpersons and members of such committees in consultation with other members of the NEXCO;
5. presenting at the Annual General Meeting of the Association and report highlighting the accomplishments, problems, prospects and future direction of the Association.
6. acting as the principal spokesperson of the Association.
7. ensuring with the assistance of other National Officers efficient use or prudent investment, acquisitions and disposal of assets as may be necessary from time to time.
8. ensure that the objectives of the Association are being carried out;
9. be one of the signatories to the bank account(s) of the Association.
10. perform such further functions and duties as may be delegated by the National Executive Council.
	1. VICE-PRESIDENT

The Vice Presidentshall:

1. in the absence of the President, preside at all meetings in which the President is empowered to preside by the provisions of this Constitution.
2. perform all other duties as may be assigned to him/her by the President, the National Executive Council or the Association.
	1. SECRETARY-GENERAL

The Secretary-General shall, under the overall direction of the President, be in charge of the National Secretariat of the Association and shall perform the following duties.

1. take steps to convene general meetings of the Association, meetings of the National Executive Council and the NEXCO in accordance with the provisions of this Constitution.
2. keep records and minutes of general meetings of the Association, meetings of the National Executive Council and the NEXCO including attendance thereat.
3. write and dispatch circulars, letters, and other correspondences of the Association including that of the National Executive Council.
4. maintain the Register of Members.
5. Present reports of the activities of the Association and its sub-groups at the Annual General Meetings and at meetings of the National Executive Council and NEXCO meetings.
6. be entitled to records and minutes of meetings of committees.
7. perform all other duties as may be assigned to him/her by the President, the National Executive Council or the Association.
	1. ASSISTANT SECRETARY-GENERAL

The Assistant General Secretary shall:

1. assist the Secretary-General in the performance of his/her duties and shall in the absence of the Secretary-General act in his/her place.
2. perform all other duties as may be assigned to him/her by the President, the Secretary-General, the National Executive Council or the Association.
	1. TREASURER

The duties of the Treasurer shall be as follows:

1. receiving, collecting and paying into the Association’s bank account(s) all monies collected for the Association or paid to the Association from any source whatsoever.
2. carrying out any decision or directive of an Annual General Meeting, the National Executive Council and the NEXCO in matters relating to the budget or finances of the Association.
3. preparing or causing to be prepared in consultation with the President and other members of the NEXCO and submitting to the National Executive Council an annual budget containing the estimated revenue and expenditure of the Association for the period 1st January of every year to 31st December of the following year.
4. investing the monies of the Association in such securities and manners as may be approved by the National Executive Council.
5. circulating to every member of the National Executive Council the audited accounts and balance sheet for the preceding year.
6. presenting at an Annual General Meeting of the Association the Audited financial statements of the Association for the preceding year.
7. performing all other duties as may be assigned to him/her by the President or the National Executive Council or the Association.
	1. WELFARE/SOCIAL SECRETARY

The duties of the Welfare Secretary shall be as follows:

1. monitor the welfare and interest of members of the Association.
2. bring to the notice of NEXCO and the National Executive Council any matter concerning the welfare of any member with a view to protecting and preserving their rights, privileges and welfare.
3. be responsible for managing the program of assistance for incapacitated or aged members of the Association.
4. be responsible for supervising the insurance and endowment programs of the Association.
5. be responsible for the social, cultural and entertainment activities of the Association.
6. perform all other duties as may be assigned to him/her by the President or the National Executive Council or the members at a general meeting.
	1. FINANCIAL SECRETARY

The duties of the Financial Secretary shall be as follows:

1. be in constant touch with the Sets and the Chapters for the purpose of soliciting and collecting annual dues, subscription and levies, as and at when due.
2. compile and circulate a list of members who have paid or are in default in respect of such dues in each year and take steps to circulate such lists at the Annual General Meeting and to the National Executive Council.
3. collect and pay all monies of the Association to the Treasurer promptly and keep records of such receipts and payments.
4. perform all other duties as may be assigned to him/her by the President or the National Executive Council or members at a general meeting.
	1. ASSISTANT FINANCIAL SECRETARY

The Assistant Financial Secretary shall:

1. assist the Financial Secretary in the performance of his/her duties and shall in the absence of the Financial Secretary act in his/her place.
2. perform all other duties as may be assigned to him/her by the President or the National Executive Council or members at a general meeting.
	1. PUBLICITY SECRETARY

The duties of the Publicity Secretary shall be as follows:

1. ensuring adequate and prompt publicity of the activities of the Association.
2. presenting a good and progressive image of the Association to the Public.
3. issuing releases and statements on matters of general interest to the Association and the public after consultation with the President or the National Executive Council.
4. performing all other duties as may be assigned to him/her by the President or the National Executive Council or members at a general meeting.
	1. ASSISTANT PUBLICITY SECRETARY

The duties of the Assistant Publicity Secretary are as follows:

1. assisting the Publicity Secretary in the performance of his/her duties and shall in the absence of the Publicity Secretary act in his/her absence.
2. performing all other duties as may be assigned to him/her by the President or the National Executive Council or the members at a general meeting.
	1. LEGAL ADVISER

The duties of the Legal Adviser shall be as follows:

1. advising the Association, its officers, committees, organs or agents on legal issues affecting the Association or arising in the performance of their duties.
2. representing and/or protecting or arranging for the representation and or protection of the interests of the Association in Courts, Tribunals, Judicial Inquiries or proceedings, subject however to the National Executive Council right to engage any other Counsel of its choice as the need arises from time to time.
3. performing all other duties as may be assigned to him/her by the President or the National Executive Council or the members at a general meeting.
4. **SUBGROUPS**

The Association shall have the following sub-groups

* 1. STANDING COMMITTEES

The Association shall have the following Standing Committees:

1. Finance Committee
2. Editorial Board Committee
3. Welfare Committee
4. Disciplinary Committee
5. Membership Mobilization and Liaison Committee.
	1. AD-HOC COMMITTEES
		1. The NEXCO may constitute ad-hoc committees and delegate to such ad-hoc committees the exercise of such of the NEXCO’s functions and powers as the NEXCO may determine, other than:
6. this power of delegation; and
7. a function which is a duty imposed on the NEXCO by the Act or by any other law.
	* 1. Membership of each Committee shall be determined by the National Executive Council from time to time.
		2. For as long as the delegation of a function to an adhoc committee remains unrevoked or the committee has not been disbanded, such function may be exercised from time to time by the committee in accordance with the terms of the delegation.
		3. A delegation of functions may be made subject to such conditions or limitations as to the exercise of such functions, or as to time or circumstances, as may be determined by the NEXCO.
		4. A sub-committee may meet and adjourn as it thinks proper.
	1. CLASS SETS
		1. A Class/Set shall comprise all such persons as in the records of the School constitute a Class/ Set, and shall organize itself and its activities to be in consonance with the aims and objectives of the Association.
		2. Every Class/Set shall have at least a President and a Secretary General, and such other officers as may assist it in the smooth running of its affairs. The proceedings of a Class/Set meeting shall be regulated by members of that Class/Set in accordance with this Constitution and its bye-laws which must be consistent with and subject to this Constitution.
	2. CHAPTERS
		1. The National Executive Council may from time to time designate a particular group of Alumni residing or working in a particular geographical area as a Chapter.
		2. The Chapter shall comprise all such alumni in that geographical area and shall organize itself and its activities to be in consonance with the aims and objectives of the Association.
		3. Each Chapter shall be recognized after official inauguration by the National Executive Council. The Pro-tem Executives of such Chapters shall be selected at the first meeting of the Chapter and its term shall be of two years (refer to the Chapter Formation and Management Guidelines). Official executives shall be elected at the first AGM of the Chapter which shall be held at the end of the term of office of the Pro-tem Executives.
		4. The proceedings of a Chapter meeting shall be regulated by members of that Chapter in accordance with this Constitution and its bye-laws which must be consistent with and subject to this Constitution.
	3. REPORTING OBLIGATIONS.
		1. All standing and adhoc committees shall submit detailed reports of their activities to the NEXCO for its consideration.
		2. All Chapters and Classes/Set shall submit detailed reports of their activities to the National Executive Council for its consideration. Chapters and Classes/Set shall also provide their audited financial statements and a summarized report of their activities to the Secretary-General for inclusion in the annual report of the Association to be presented at the Annual General Meeting of the Association.
8. **FUNDS OF THE ASSOCIATION**

The funds of the Association may be derived from the following sources namely:

* + 1. Annual dues payable by members;
		2. Levies as may be approved by the National Executive Council or at an Annual General Meeting
		3. Grants and Aids
		4. Donations;
		5. Endowment funds as may be approved by the National Executive Council; and
		6. proceeds from investments by the Association.
1. **DISBURSEMENT AND APPLICATION OF FUNDS**
	1. The National Executive Council shall adopt an annual budget upon the recommendation the NEXCO.
	2. The funds of the Association shall be applied solely towards to attainment of the aims and objectives of the Association by making the payments provided for in the annual budget of the Association, including but not limited to
	3. providing for the expenses for the maintenance of the office of the Association;
	4. funding the expenses of the general meetings of the Association;
	5. subject to approval of the National Executive Council, investment in such assets as NEXCO deems appropriate; and
	6. upon a resolution passed by a simple majority of NEXCO:
2. token contributions to any Member of the Association that is bereaved or otherwise in need of such contribution
3. making any other payments that, in the opinion of NEXCO, will further the attainment of the aims and objectives of the Association.
	1. No expenditure shall be incurred for any purpose unless such expenditure has been approved generally by the National Executive Council in the annual budget or any supplementary budget of the Association; Provided that the President in consultation with other members of the NEXCO may authorize emergency expenditure and afterwards seek approval from the National Executive Council. Provided also that the amount involved shall not be greater than the recurrent expenditure of the month immediately preceding.
	2. The Secretary-General may hold an imprest such amount as may be approved by the NEXCO from time to time.
4. **KEEPING OF ACCOUNT**
	1. All monies belonging to the Association shall be kept in its name with such reputable banks or other authorised deposit-taking institution as the National Executive Council may decide from time to time.
	2. Signatories to the Association‘s Account(s) for purpose of operating same, shall include the President, the Secretary-General and the Treasurer; any two of whom may sign. The signatories are also authorised to sign all cheques, drafts, bills of exchange, promissory notes and other negotiable instruments of the Association.
	3. The Association shall ensure the accurate keeping of record of income and expenditure.
5. **AUDITORS**
	1. Independent qualified and licensed auditors shall be appointed by the general meeting to audit the financial records of the Association annually and submit an audited report to the Annual General Meeting of the Association.
	2. The audited financial statements (balance sheet and income and expenditure account) duly certified by independent auditors shall be annexed to the annual returns and file with the Corporate Affairs Commission.
6. **MEMBERSHIP**
	1. There shall be two categories of membership of the Association;
7. Full Membership, and
8. Honorary Membership
	1. Full Membership
9. All old students of the School shall automatically qualify for full membership of the Association.
10. Full members shall
11. be obligated to pay all subscriptions, dues and levies imposed by the Association at a General meeting
12. have the right of audience at all the General meetings of the Association
13. be entitled to hold any office in the Association by virtue of his/her qualification as a full member of the Association; and
14. be entitled to vote and be voted for at any election of the Association PROVIDED he/she satisfies the other requirements set out in this Constitution in that regard.
	1. Honorary Membership
15. Honorary Membership of the Association may be accorded to any former principal, teacher or staffer of the School within or outside Nigeria who is admitted as such by the Association at a General Meeting on the recommendation of the National Executive Council of the Association.
16. An honorary member
17. may attend and, if permitted by the presiding officer, speak at any meeting or gathering of the Association.
18. shall not be required to pay any subscription, dues or levies, and shall not be entitled to be an officer of the Association.
	1. Cessation of membership
		1. A person shall cease to be a member of the Association if the person:
19. dies, or
20. resigns membership, or
21. is expelled from the Association.
	* 1. A person may be expelled from the Association if that person:
22. is found guilty by any competent court of law or tribunal of offences involving fraud, corruption, dishonesty or breach of trust and where applicable, has not successfully appealed such conviction; or
23. found guilty by the Association of conducts inimical to the interests of the Association.
	* 1. A member may resign from membership of the Association by first giving to the Secretary-General written notice of at least one (1) month (or such other period as the NEXCO may from time to time determine) of the member’s intention to resign and, on the expiration of the period of notice, the member shall cease to be a member, provided that all that person’s outstanding obligations to the Association, Set or Chapter has been fulfilled.
	1. Register of Members:
		1. The Secretary General shall maintain the Association’s Register of Members in such format as may be determined from time to time by the NEXCO specifying the name, residential address/ location and the Class/ Set of each member. The register shall be updated periodically and shall be kept at the secretariat or if the Association has no secretariat, at the Association’s official address.
		2. If a member of the Association ceases to be a member, the Secretary General shall make an appropriate entry in the Register of Members recording the date on which the member ceased to be a member.
		3. Every member shall notify the Secretary General of the Association as well as the Executives of his Class/ Set and Chapter of changes in the particulars recorded in the Register of Members and obtain written confirmation that such changes have been duly recorded in the Register of Members
	2. Fees and subscriptions
		1. A member shall pay annual membership dues of such amount as may be determined from time to time by the National Executive Council to the Association.
		2. Annual membership dues shall be paid through the Classes/ Sets no later than the month of July of any particular year.
		3. A member shall not be entitled to pay membership due until ten (10) years after graduation from the School.
24. **DISCIPLINE**
	1. The Association, through the National Executive Council and/or Disciplinary Committee shall have the power to investigate reports of misconduct against members and if need be may impose necessary sanctions against erring members.
	2. Disciplinary procedure shall be developed by the National Executive Council taking into consideration rules of natural justice and giving the Classes/ Sets and the Chapters roles to play in the discipline of members.
25. **INDEMNITY**

A member of the Association, whether a trustee, an executive or any other person employed by the Association shall be indemnified out of the funds of **Association** against any liability incurred by him/her in good faith in the performance of his/her official/assigned duties.

1. **AMENDMENT**
	1. This Constitution shall not be amended except at a General Meeting of the Association by a two-thirds majority of those present and entitled to vote.
	2. Notice of the proposed amendment shall be given to members at least thirty (30) days before the proposed amendment is tabled for discussion at the relevant Annual General Meeting AND for the avoidance of doubt, two-third majority of members present and voting shall be approximated to the nearest whole number.
2. **SPECIAL CLAUSE**
	1. The income and property of Federal Government College, Idoani Alumni Association, whensoever derived shall be applied solely towards the promotion of the Association as set forth in this Constitution and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus, or otherwise by way of profit, to the members of the Association.
	2. PROVIDED that nothing herein shall prevent the payment, in good faith, of reasonable and proper remuneration to an officer, servant or consultant of the Association in return for any service actually rendered to the Association, but so that:
3. no member of the Board of Trustees or Executive Council shall be appointed to any salaried office of the Association, or any office paid for by fees, and t
4. hat no remuneration or other benefits in money or monies shall be given by the Association to any member of Board of Trustees, National Executive Council or NEXCO except repayment of out-of-pocket expenses or reasonable and proper rent for premises demised or let to the Association.
5. **WINDING UP/DISSOLUTIONS**

IN the event of a winding up or dissolution of **Federal Government College, Idoani Alumni Association,** and there remains after the satisfaction of all the debts and liabilities, any property whatsoever, the same shall not paid to and distributed among the members of **Federal Government College, Idoani Alumni Association,** but shall be given or transferred to some other institution(s) having objects similar to that of the Association and the body or bodies are prohibited from distributing its or their income and property amongst its or their members to an extent at least as great as is imposed on **Federal Government College Idoani Alumni Association,** under or by virtue of the SPECIAL CLAUSE hereof, such institution(s) to be determined by the members of **Federal Government College Idoani Alumni Association,** and if effect cannot be given to the aforesaid provision, then to some charitable object.

1. **INTERPRETATION; BYE LAWS AND STANDING ORDERS**

In the event of any dispute over the interpretation of any provision of this Constitution, the dispute shall be referred to a panel appointed by the Board of Trustees to be headed by the Legal Adviser AND appeals against the decision of the panel shall lie to the Board and its decision shall be final and binding. The Bye laws and Standing Orders comprised in Schedules 1 and 2 hereof shall form a part of this Constitution but the Constitution shall control where there is conflict in the interpretation of the Bye laws and Standing orders on the one hand and the Constitution on the other hand.

**PRESIDENT SECRETARY-GENERAL**

**FIRST SCHEDULE: BYE-LAWS**

* + - 1. **JOURNALS**

The Organization shall have power to publish journals.

* + - 1. **EDITORIAL BOARD**
* The members of the Editorial Board shall be active members of the Association.
* The National Executive Council shall appoint 3 but not more than 5 suitable members of good standing to be Board members of the Association’s Journal.
* The National Executive Council may remove any member of the Editorial Board for good cause.
* The Board shall endeavor to publish at least one issue of the Journal per annum.
* The National Executive Council shall operate a separate Bank Account for the Journal.
* The signatories to such account shall include the President, Treasurer and the Chairman of the Editorial Board.
	+ - 1. **NATIONAL EXECUTIVE COUNCIL & OTHER COMMITTEES.**
* Members of the National Executive Council, or Standing or other Ad-hoc Committees shall keep the Full Members informed of all the activities of the National Executive Council and other Committees.
* Any member of such committee who is unwilling to carry out the directives or decisions of the Association or National Executive Council shall be suspended from such committee by a simple majority of the members of the National Executive Council
	+ - 1. **CHAPTER FORMATION**
* In any geographic area with more than 25 alumni members, a core team of dedicated active alumni who are passionate for the cause of the Association may approach the Association for the establishment of a local Chapter of the Association. The geographic area may be a city / state / country / continent as may be appropriate.
* Initially the core team will notify the NEXCO of its intention to establish a Chapter and liaise with the Secretary General to obtain a list of Alumni (with contact details) in the geographic area of the proposed Chapter. The core team will work under the supervision of the NEXCO to mobilise support for the establishment of the proposed Chapter.
* The formation of the Chapter shall be approved and Chapter accredited by the National Executive Council upon submission to NEXCO of:
* written affirmation signed by members of the core team on behalf of other members of the Chapter that the Chapter shall abide by the Constitution and the By-Laws of the Association.
* a list of alumni working or residing in the said geographic area, with their contact details updated to the extent possible.
* Bye-Laws of the Chapter. A Chapter may frame its own rules and regulations which shall be consistent with the Constitution and by-laws of the National Alumni Association and be in substantial compliance with the model Bye-Law attached as Appendix to this Schedule One.
* the names (with designation) and the contact details of the pro-tem Executive Committee of the Chapter.
* Request for accreditation of the proposed Chapter shall be made by the President to the National Executive Council and considered at its meeting.
	+ - 1. **MEETINGS**

**NOTICE/AGENDA**

* Notices of motions or resolutions other than those proposed for amendment of the Constitution shall reach the Secretary-General on or before the end of September every year.
* Notices of general meetings together with agenda of issues to be deliberated upon and other supporting information shall be dispatched to Members at least 21 days before the date of the general meeting.
	+ - 1. **AMENDMENT**

These Bye-Laws shall be amended at any Annual General Meeting subject to a notice of proposed amendment being received by the Secretary-General at least 60 days before the meeting by a simple majority of members present and voting.

**SECOND SCHEDULE:**

**STANDING ORDER OF FEDERAL GOVERNMENT COLLEGE IDOANI ALUMNI ASSOCIATION.**

**STANDING ORDERS.**

For the purpose of effective conduct of proceedings at Annual General Meetings, or other meetings and matters relating thereto, these shall be read together with the Constitution of the Organization.

* + - 1. PROCEEDINGS AT GENERAL MEETINGS
1. The President shall preside at the meetings and in his absence the Vice President shall preside and in the absence of the Vice President, any other National Officer present may chair the meeting.
2. Any member who wishes to speak shall hold up his/her hand to attract the Chairman’s attention.
3. No member shall commence to speak on any topic until recognized to do so by the Chairman.
4. No member shall stand up to speak simultaneously during discussions at a meeting.
5. The order of speaking shall be determined by the Chairman in his/her absolute discretion without fear or favour but he/she shall give a reasonable opportunity for divergent views to be heard.
6. The Chairman in his/her discretion may stop a debate even when there are members still anxious to speak on the subject if he/she considers that there has been sufficient discussion on the matter under consideration.
7. A member who has any relevant and pertinent information to give during the course of a speech by another may raise a “point of information” which he may only proceed to give if permitted to do so by the Chairman.
8. A member may raise a plea of “point of order” which when raised shall only be sustained by the Chairman where he/she accepts that there is deviation by a speaker from the subject matter/or according to these standing orders.
9. A member who claims that he/she has been misquoted or misrepresented may raise the pleas on “point of correction” and if allowed by the Chairman may proceed to correct same.
10. In the event of proposition to proceed to the next business or for progress being moved and seconded, it shall after the proposer and seconder of the resolution have been heard be put to the vote. If carried, the matter under debate shall immediately be put to the vote and once carried, the subject voted upon shall not again be introduced during the meeting.
11. No motion or amendment shall be discussed unless it is seconded, save the proposals of the Executive Council or the report of a Committee of the Association which shall be taken as having been moved and seconded.
12. No second amendment or rider shall be voted upon until the first amendment is disposed of.
13. every member present shall have one vote at a time but the Chairman shall have a second or casting vote in the event of equality of votes. Provided that if at any election there is equality of votes, the chairman shall have a casting vote.
14. The Chairman shall have power to ask anyone found engaging in distractive or destructive acts to leave the meeting or gathering.
15. The Chairman shall give directions or adopt measures reasonably necessary in the interest of the Association or reasonably conducive to the conduct of proceedings of any meeting.
	* + 1. ELECTIONS
		1. Offices shall be vacant by effluxion of time, death, resignation, removal, or for any other reasonable cause.
		2. Any vacancy occurring in any office after an Annual General Meeting may be filled by the National Executive Council until the next Annual General Meeting.
		3. A candidate for any elective national office shall be nominated or proposed in writing by two (2) full members in accordance with the provisions of Article 7.3.4(a) of the Constitution and in good standing.
		4. The nomination papers shall be dispatched so as to reach the Secretary-General at least forty-five (45) day before the date of the Annual General Meeting at which election to fill the vacancy is to be held. Where there is no nomination for any office the Association, the National Executive Council may fill the vacancy.
		5. No later than forty-five (45) days before the date of the Annual General Meeting at which an election is to be held, the Secretary-General shall publish a list of all nominations received and confirmation of nomination to all candidates who have been nominated.
		6. A full list of properly nominated candidates shall be exhibited or posted at a conspicuous place or notice board in or around the Election venue on or before the day of the election and also supplied to the Electoral officers.
		7. The National Executive Council shall establish an Electoral Committee comprising a minimum of three and a maximum of five, no later than ninety (90) days before an Annual General Meeting at which an election is to take place.
		8. The Electoral Officers shall control, conduct and manage the elections for which they were appointed. During the elections the Presiding Electoral Officer shall have the powers of the Chairman under these Standing Orders.
		9. The Electoral Officers shall decide on the voting procedure to be adopted for the election. To the extent of their functions the decisions of the Electoral Officers shall be final.
		10. The rules and procedures for the electoral process shall be published by the Electoral Committee at the time of declaring campaigns open. No additional processes should be included after campaign processes have commenced unless approved by the National Executive Council.
		11. The Electoral Committee shall be independent and shall not interact directly with candidates. Engagement for clarification from the Committee shall only be done through formal channels. Any candidate that violates this rule shall be disqualified from candidacy for the desired position being sought. is found to have compromised his position expelled by the National Executive Council
		12. Voting in elections at Annual General Meetings shall be by secret ballot.
		13. For the avoidance of doubt, the provisions of the Constitution shall control and take precedence and prevail over those of the BYE-LAWS and STANDING ORDERS where a conflict occurs.
			1. AMENDMENTS

These Bye-Laws shall be amended at any Annual General Meeting subject to a notice of proposed amendment being received by the Secretary-General at least 60 days before the meeting by a simple majority of members present and voting.