

**THE CONSTITUTION
OF
ASSOCIATION OF NAWGU CITIZENS
OVERSEAS
(ANCO)**

The Constitution as amended on 11th day of June 2016

(A nonprofit Organization)

PREAMBLE.

We the Sons (Single or married) and daughters (Single or Married to non Nawgu indigene) residing in America and Non north Americas hereby resolve to form an association to be known as the **Association of Nawgu Citizens Overseas**; to foster the spirit of oneness amongst ourselves and our people; to fight poverty, ignorance, disease among our people and to provide a constitution for achieving the above ideals do hereby make, enact and give ourselves this **CONSTITUTION**.

ARTICLE 1. CITATION

This instrument shall be cited as the constitution of the Associations of Nawgu Citizens Overseas (ANCO).

ARTICLE 2. MEMBERSHIP

Membership of ANCO shall be open to the following category of persons by registration:

- 2a. All citizens of Nawgu residing outside Nigeria
- 2b. All spouses of Nawgu citizens residing outside Nigeria
- 2c. All other persons that wish to be adopted as a citizen of Nawgu.

2.2 MEMBERSHIP OPTION

New members shall be admitted during the regular meeting of the union as financial or non-financial member.

(a). A financial member of the union is a member who is financially capable and shall be either an employee, retiree or self-employed as the case may be.

(b). A non-financial member of the union is a member who has no source of income, either a student, apprentice or unemployed but attends meetings regularly.

ARTICLE 3. AIMS AND OBJECTIVES

The association shall be non-profit, non-political and non-religious organization with the following objectives:

3a. To assist in physical development of Nawgu

3b. To assist in human development of Nawgu indigenes by:

(i). Providing financial support to the needy indigenes

(ii). Providing information base to indigenes about opportunities available overseas.

(iii). To promote education among our youths, improve the school system and provide infrastructure.

3c. To promote peace, love and reconciliation and mutual understanding within ourselves and within Nawgu community

ARTICLE 4. SUPREMACY

The constitution shall be supreme and its provisions shall have a binding force on all members individually and collectively.

ARTICLE 5. CODE OF CONDUCT

- I. No member shall profit from the activities of ANCO
- II. No member shall represent ANCO in any capacity unless so authorized. Members shall pay their dues, levies prompt
- III. Members shall conduct themselves in a manner that positively promotes our ideas, aims and culture.
- IV. Disruptive behavior during meeting shall be subject to a fine of \$10 up to \$50 as may be deemed appropriate.
- V. Absence from meeting without excuse attracts a fine of \$10.
- VI. Consistent excuse of absent from general meeting for three consecutive times shall attract a fine up to \$50.

ARTICLE 6.0 BODIES OF THE ASSOCIATION

The association shall comprise of the following bodies:

- I. The General House
- II. The Executive Committee
- III. The Standing Committee

6.a THE GENERAL HOUSE

The general house shall constitute of all registered members and shall be the supreme body of the association.

- I. The general house shall meet every 3 months (March, June, Sept and Dec) on the last Saturday or Sunday of the listed months at 8:30 pm EST via electronics conference.
- II. Meeting duration shall be a maximum limit of 2 hours.
- III. The general house shall have powers to make regulations and impose sanctions for orderly governance of the association.
- IV. The general house or the executive committee shall set up standing committee where and when necessary.
- V. The general house shall decide the location and venue of the conventions at least 12 months ahead.
- VI. The Quorum for every meeting shall be 50 percent of all registered member

6b. THE EXECUTIVE COMMITTEE

- I. The executive committee shall comprise of the President, Vice President, Secretary, Financial Secretary, Treasurer and Publicity secretary/Provost.
- II. They shall run the day to day activities of the association

- III. They shall create development projects, liaise with NDU and monitor ongoing projects subject to approval of the house.
- IV. They shall register the association as a nonprofit association and implement the decisions of the house.
- V. They shall present an annual report including the budget to the general house for consideration and approval.
- VI. They shall constitute the standing committee subject to the approval of the house.
- VII. They shall carry out any other functions necessary and in the interest of the association subject to the approval of the general house.

6C. THE STANDING COMMITTEE

Standing committee shall be appointed by the executive committee or the general house as needed and shall be charged with performing a specific function.

ARTICLE 7. OFFICERS OF THE UNION AND DUTIES

The officers of the union shall consist of the following;

- a. President
- b. Vice President
- c. Secretary
- d. Financial secretary
- e. Treasurer
- f. Publicity secretary/Provost

DUTES OF OFFICERS.

7.1 THE PRESIDENT

- I. The President shall preside over all meetings.
- II. Shall be the chief spokesperson of the association
- III. Shall authorize all expenditure in accordance with approved budget.
- IV. Shall direct the convening of meetings of the association in accordance with the constitution.
- V. Shall be responsible for the growing the association, obtaining funds from donors and submitting development proposals for approval.
- VI. Chair the executive committee.
- VII. Shall perform any other duties assigned by the house.
- VIII. He shall have the power to impose disciplinary measures against any erring member in accordance with our code of conduct.

7.2 VICE PRESIDENT

- I. The Vice President shall assist the president in his duties.
- II. Shall be responsible for organizing our members outside North Americas.
- III. Shall be responsible for day to day running of the association with our members outside North Americas in

accordance with our constitution and supervision of the President.

- IV. Shall act as the President in his absence or on vacation of the seat of the President.
- V. Shall carry out other specific duties as assigned by the President.

7.3 **SECRETARY**

- I. The secretary is responsible for the day to day running of the association records, minutes of union meeting and shall carry out other secretarial duties as assigned by the union or as his office demands.
- II. He shall also attend to all correspondences addressed to the union.
- III. He shall be in charge of the union secretariat, prepare suitable meeting agenda on advice of President.
- IV. Shall work with the President and executive committee to grow the association, solicit funds from donors and implement developmental projects.

7.4 **ROLE OF FINANCIAL SECRETARY**

- I. The financial secretary shall collect all monies and payables to the union and shall hand them to the treasurer.
- II. He shall keep accurate accounts of the receipts payments supported by vouchers.

- III. He shall prepare and presents annual report or as may be demanded by the president or the house.
- IV. He shall issue receipts or evidence for all payments made to the union.

7.5 ROLE OF TREASURER

- I. The treasurer shall be the chief custodian of all the union funds.
- II. He must ensure that monies collected are deposited within one week to the bank with evidence of payment submitted to the financial secretary.

7.6. PUBLICITY SECRETARY/PROVOST

- I. The publicity secretary shall publicize all the activities and programs of the union when they are meant for public consumption.
- II. Shall help the President to enforce law and order/discipline at meetings. He is responsible for the maintenance of peace and order in all union meetings and activities.
- III. Other duties assigned to him includes; collection of funds for lateness, noise making, disruptive behaviors etc. and submit all the money collected to the financial secretary immediately.

ARTICLE 8. RESIGNATION

Any officer may resign his post in writing to the union. The general meeting may accept or reject his resignation.

ARTICLE 9. REMOVAL OF AN OFFICER

An officer of the union may be relieved of his office upon a resolution to that effect passed by a 2/3 majority of members voting at a general meeting.

ARTICLE 10: ELECTION GUIDLINE

- a. Election shall be conducted every 3 years either via teleconference or during convention.
- b. The general house shall elect all officers of the association and approve all activities and programs.
- c. Election shall be conducted separately for each post and it shall be by open ballot except otherwise decided by the general house.
- d. In the event of tie during election, the President shall cast the deciding vote
- e. Elected officers can only serve maximum of two terms in the same role.
- f. Voting by proxy shall only be allowed if voted through the secretary.

ARTICLE 11. MODE OF COMMUNICATION

Igbo language shall be the official medium of expression during meetings, while English language should be used in correspondence and minutes of meetings.

ARTICLE 12. MEETING

There shall be Four types of meetings namely;

- a. General meeting.
- b. Executive meeting.
- c. Emergency meeting
- d. Convention.

GENERAL MEETING.

- I. This shall be open to all registered members of the union.
- II. It shall be held every 3 months (March, June, Sept and Dec) on the last Saturday or Sunday of the listed months at 8:30 pm EST via electronics conference.
- III. The quorum for the general meeting shall be formed when at least the minimum numbers of members present is 50 percent of the registered member.

EXECUTIVE MEETING

This shall be attended by all members of the executive committee. The meeting shall be held as often as the need arises or as directed by the President.

EMERGENCY MEETING

This shall be convened when the need arises by the secretary on the directive the President and shall be attended by all members of the union.

CONVENTION MEETING

- I. This shall be attended by all members and their families.
- II. Our conventions shall take place during the summer between June – August of every 3 years.
- III. Shall comprise of a general meeting and other events as may be determined by the general house or the ExcOs.
- IV. Attendance is mandatory for all registered members.
- V. Absence from convention attracts a fine of \$250
- VI. The only excuse that will be accepted is hospitalization of member or death of immediate family member.
- VII. Members shall be notified at least 12 months ahead for the location and time of the convention.

- VIII. Choice of location and time for convention shall be determined by the general house.

ARTICLE 13. LOSS OF MEMBERSHIP:

Any member may loss his membership if decided by the general house.

ARTICLE 14. LIVE EVENTS

Members shall contribute \$50 per family for member's childbirth and \$100 for member's wedding for gift purchase.

ARTICLE 15. FINANCE

- I. There shall be no registration fee.
- II. There shall be an annual dues of \$200.
- III. There shall be a proper revenue and expenditure account.
- IV. The revenue of the association shall accrue from the following sources: Annual dues, Levies, Fines, Donations, Launchings.
- V. No money of the union shall be spent without the approval of or authority of the executive committee or the general meeting.

- VI. All expenditure incurred and or approved by the executive committee must be presented to the general meeting for rectification.
- VII. In emergency, the President must, thereafter seek ratification from the executive for all expenditures so incurred.
- VIII. The association shall maintain a bank account with a reputable banks with financial secretary and Treasurer as the custodian of such account.
- IX. Signatory to the bank account shall be financial secretary and Treasurer.

ARTICLE 16. CONSTITUTION AMENDMENTS

- I. Any article of this constitution shall be amended from time to time as the need arises.
- II. Such amendment shall be approved by 2/3rd of the majority or after due consultation of members.
- III. Any such amendment shall be in motion or in writing to that effect.

ARTICLE 17. COMMENCEMENT

The provisions of this amended constitution shall be deemed to have come into force on this **11th** day of **June 2016**.

ARTICLE 18. THE SEAL/APPROVAL

Constitution is signed and sealed under the hands of the officials here under written;

Ike Okeke

Ike Okeke
President

Dr. Odera Echeazu

Dr. Odera Echeazu
Vice President

Chijioke Nonyelum

Chijioke Nonyelum
Secretary