

2001 OGORI DESCENDANTS' UNION (ODU) CONSTITUTION

Article 1

This Constitution may be cited as the Constitution of Ogori Descendants' Union and shall be deemed to have come into force on the 1st day of January, 2001. The Union shall be known as "OGORI DESCENDANTS' UNION" (hereinafter referred to as "The Union") or ODU and shall have its headquarters at Ogori with its administrative headquarters at Lokoja. The Union shall have branches throughout the Federal Republic of Nigeria and Overseas.

Article 2

Definition:- In this constitution, unless it is otherwise expressly provided or the context otherwise requires:

"The Union" means the Ogori Descendants' Union.

"Member" shall mean every male or female native of Ogori or a female who married to a male indigene of Ogori and their descendants.

"Female member" shall include every female non-indigene of Ogori who married to a male indigene of Ogori.

"Function" includes power and duty

"Power" includes function and duty

"Dishonesty" means any act done with the intention of causing a wrongful gain to one self or another or causing wrongful loss to the Union or the Community.

"Misconduct" means any improper behaviour tending to tarnish the good name of the Union or the Community or bring it to ridicule.

"National Officers" shall mean the officers of the Union elected for any current year at an Annual General Meeting (also called Annual General Conference) of the Union.

“Secretariat” of the Union shall mean the administrative headquarters of the Union; and shall be situated at Lokoja.

Article 3 MOTTO

The motto of the Union shall, unless the same be altered by the Union, be “ONE MAKETH NINETY-NINE AHUNDRED.”

Article 4:- AIMS AND OBJECTIVES

The aims and objectives of the Union shall be:-

- a. To foster unity, understanding and friendly association among the members of the Union and among the descendants of Ogori.
- b. To work for the development of our father land (Ogori) and to seek the improvement of her welfare in every legitimate way.
- c. To provide for its members a forum or medium of cooperation, fellowship or comradeship.
- d. To preserve, develop to encourage Ogori cultural, social, traditional and intellectual heritage.
- e. To maintain and enhance the prestige and glory of Ogori.
- f. To link together in one strong Union the various Ogori Descendants’ Union branches and association(s) throughout Nigeria and Overseas.
- g. To ensure that Members of the Union live peacefully and lawfully with other Nigerian citizens.
- h. To do all such other things are incidental or conclusive to, or to provide facilities for the attainment of the above mentioned aims and objectives.

Article 5:- MEMBERSHIP AND CEASATION OF MEMBERSHIP

- a. General: Membership of the Union shall be open to all descendants of Ogori, male and female. A register of members shall be maintained for this purpose and updated annually by the secretariat.

b. Categories of Membership: There shall be ordinary members, Honorary or Associate members and patrons/matrons. Ordinary membership shall be by registration. Associate or Honorary membership of the Union shall be open to any such persons “not being native of Ogori by birth or by descent” as the Union might consider fit at and Annual General Meeting. A patron or matron of the Union shall be such other person as the Union shall At the Annual General Meeting appoint.

c. Conditions for Membership:

i. Enrolment fees: Any person of Ogori descent becomes a member of the Union after he/she should have signed a membership form and paid a registration or enrolment fee as may be determined by the Union to a branch of the Union to which such person may belong.

ii. Monthly subscriptions: In addition to the enrolment fee, a monthly subscription of fifty Naira (N50. 00) or such lesser or greater sum at the branch of the Union may from time to time determine) shall also be paid by each member.

iii. Special Levy: A branch may order its members to pay any special levy or monthly subscriptions for any specific purpose as distinct from the dues subscribed by members under Article 5 (c) (ii). Similarly, the Union shall have powers to raise money by special levy (for special purpose(s) on the approval of the Annual general; Conference or National Executive Council (NEC).

iv. Development Fund: Subject to the approval of the Ogori Descendants’ Union National Executive Council (NEC) or of the Union’s Annual General Meeting (Conference), a Development Fund may be launched and contributed to by the members who shall themselves determine the basis for such contribution by each member.

v. Membership shall automatically cease where members fails to pay their monthly subscription for a total 12 months consecutively. The Local branch executive in its discretion may, after allowing time for payment of such arrears in full reinstate such membership.

vi. An ordinary member who fails to participate actively, without good cause, in the activities of the Union or the branch which he/she belongs continuously for a period of 2 years shall lose his membership. Such a member shall be registerable

after the lapse of the year upon payment of appropriate registration fee. Non-payment of any monies due to the Union may be punished after a period of 2 years subject to the decision of the Annual General Meeting.

vii. Members who pay their dues regularly shall be entitled to all the privileged of membership, including the rights to vote and be voted for. A member who is in arrears for one year or more shall be deprived of these privileges.

viii. Disciplinary Power of Executive Committee of a Branch: Any member who is found guilty of disloyalty or any conduct deemed to be unbecoming of a member of the Union shall be disciplined. The Executive Committee of the branch shall be competent to decide what action or actions constitute disloyalty or what is deemed as unbecoming, and its decision shall be final except for the expulsion of any member, which shall be subject to consideration and ratification by the National Executive Council (NEC).

ix. Any member infringing or willfully violating of the provisions of this constitution shall be dealt with as the branch Executive Committee may think fit. When the branch Executive Committee decides to suspend any member, the National Executive Committee Council shall be informed immediately. No member shall be deprived of his/her membership without a resolution of the National Executive Council approved by the Annual General Conference, after the member concerned has been heard.

x. Right to appeal: Any member who is aggrieved with the suspension order of a Branch Executive Committee shall within 6 months from the effect date of the suspension appeal against such order to the National Executive Council whose decision shall be final.

xi. Review of subscription and fees: Subscription and fees shall be subject to review from time to time. PROVIDED further that where it appears to the Union's national Executive that a member is unable to pay or contribute to the special levy or funds referred to above, the Executive Council may decide to reduce or waive such levy or contributions.

Article 6:- OFFICIALS

(a) National Officers: There shall be the following officers of the Union who shall be elected for the period of 3 years and who shall constitute the National Executive Council (NEC), herein called the “COUNCIL” and can be re-elected for another term of 3 years.

(i) President

(ii) Vice-President

(iii) Chairman of each ODU branch

(iv) General Secretary (GS)

(v) 3 Assistant General Secretaries (AGS);

1st Assistant General Secretary-located at Ogori.

2nd Assistant General Secretary-co-located with General Secretary, in Lokoja.

3rd Assistant General Secretary-located at Kaduna.

(vi) Publicity/Social Secretary

(vii) Treasurer

(viii) Financial Secretary

(ix) Auditor(s) I & II

(x) Legal Adviser

(b) Patrons/matrons: The Union shall at the Annual General Conference elect not less than two but not more than four patron/matrons all of whom shall be members of ODU and are highly respectable citizens who are willing to help the Union for the progress of our father-land. The Patron/Matron will hold office for four years only. The reigning Ologori of Ogori for the time being shall be the only life patron of the Union.

(c) ODU Trustees: Not less than three but not more than four Trustees shall be elected or appointed as may be determined by the General Conference.

(d) Duties of Officers:

a. PRESIDENT: The President shall:

- (1) Be the executive head of the Union and shall through the General Secretary; summon all the meetings of NEC and at Annual General Conferences. He shall not be a member of any of the sub committee so appointed.
- (2) Be responsible for order and decorum at Annual General Conference and National Executive Council meetings.
- (3) Have a deliberative or ordinary vote, but in the case a tie, shall exercise a casting vote.
- (4) Have all the members of the National Executive Council responsible to him we except the auditors.
- (5) Have Chairmen of sub-committee answerable and responsible to him.

(ii) Vice President: The Vice-President shall:

- (1) In the absence of the President, preside over all meetings and carry out all the duties of the President.
- (2) Be the Chairman of the Finance and General Purpose sub-committee when such exist.

(iii) Chairman of ODU Branches: Each Chairman of ODU branch shall:

1. Be responsible and answerable to the President for the control and administration of the activities of his branch.
2. Attend all NEC and Annual General Conference so convened. In his absence, he shall be represented by active members so appointed in writing by him or the ODU branch concerned.
3. Be eligible to serve as chairman or member of any such sub-committee(s) established by the NEC.
4. As the chairman of a sub-committee, ensure minutes of meetings are recorded and produced. Such minutes shall be circulated to appropriate quarters and to be dispatched through reliable means to the general secretary within two weeks of convening of such a meeting.

(iv) General Secretary: The general secretary shall:

- (1) Be the principal administrative officer of the Union and be responsible for the secretariat of the Union and shall be empowered to give directives to his assistants.
- (2) Conduct all the correspondences of the Union including the preparation, in consultation with the President, of agenda papers, minutes and noticed for meetings.
- (3) Sum on all the meetings of the Union, including national Executive Council meeting or any other meetings of the Union as may be deemed necessary by the President.
- (4) Keep records of all meetings including those for the Executive Council and Sub-committees.
- (5) Prepare or compile an annual report of the Union's activities for the approval of the Annual General Meeting.
- (6) Be responsible for ensuring the implementation of the policy decisions of the Union.

(v) Assistant General Secretary: One Assistant General Secretary shall assist the General Secretary in all duties and shall act for the General Secretary in at least two of the sub-committees so established.

(vi) Publicity and Social Secretary: In consultation with the General Secretary, shall:

1. Prepare press releases hand bills and other releases in connection with the Union's activities, and shall generally arrange and publicize the Union's social activities.
2. Perform all other functions and publicize the activities of the Union as the President or NEC may direct.

(v) Treasurer: The Treasurer shall:

1. Receive all monies paid to the Union by all branches and a well-wishers etc.
2. Account for all the Union's monies received from members and on behalf of the Union.

3. Cause all of the Union's monies to be deposited in the bank account of the Union at a Bank approved by the Union, PROVIDED that he or she shall be entitled to hold as "Imprest" a sum which shall not exceed five thousand Naira (N5, 000) at any one time.
4. Prepare interim and final accounts of the Union and submit for auditing.
5. Be the treasurer of any sub-committee formed for raising funds for the Union.
6. After prior consultations with the President, pay out all monies approved in writing by the General Secretary.

(vi) Financial Secretary: The Financial Secretary shall:

- a. Collect all monies due to the Union and hand over such monies to the Treasurer not later than one week of receipt of such monies. A receipt shall be issued for all monies handed over to the treasurer.
- b. Submit an Annual Financial report to the Auditors before the Annual General Conference of the Union.
- c. Duly issue receipts for all monies remitted to the Union or on behalf of the Union.
- d. Submit half-yearly report to the President. The last report for the year shall be overall Annual Report.

(vii) Legal Adviser: The Legal Adviser shall advise the Union on all legal matters affecting the Union and shall represent or arrange the representation for the Union in any suit or matter affecting the interest of the Union in any Court of law.

Article 7

Article 8 SUB-COMMITTEE

The Executive Council may appoint sub-committee(s) as shall be deemed necessary for the purpose of carrying out specific duties. At least one member of the Executive Council shall be a member of such sub-committee which shall have power after it has been established to elect its own Chairman apart from the Chairman for Finance and General Purpose Committee. The following sub-committees may be established:

- a. Finance and General Purpose Committee (FGPC)
- b. Education and Cultural Committee (ECC)
- c. Technical Committee
- d. Working Committee (WC)
- e. Ogori Students' Association (OSA)

ARTICLE 9 TRUSTEES

Trustees comprising the President, the General Secretary and the Treasurer plus such other persons/members or officers as the Annual General Meeting shall determine, shall be the custodian of the Union's properties.

ARTICLE 10 TENURE OF OFFICE

Membership of the National Executive Council of the Union is for three (3) years only and at the end of the term all the members must retire although they may be subject to re-election.

ARTICLE 11 ELECTIONS

- a. Election of Officers: Election of Officers shall be held during the Annual General Meeting which shall be the last meeting of every calendar year.
- b. Contesting of Offices: The offices mentioned in Article 6 apart from 6 (a) (iii) shall be contested for after each term.
- c. Appointment and Duties of Electoral Officers: For the purpose of election to such offices a 3 man Electoral Officer, shall be appointed at the Annual General Meeting to conduct the Annual elections.
- d. Mode of Voting: Voting at such elections shall be by secret ballot or by simple show of hands.
- e. Eligibility: All registered financial members shall be entitled to vote and be voted for at the annual election (PROVIDED that such eligible voters are official delegates of their branches to the Annual General Conference).

- a. Validity of Nomination: Nominations of candidate shall be made at the time of election and each nomination shall be seconded.
- b. Announcement of Candidature/Results: The Electoral officer shall announce names of candidates for the post to be contested and also announce the results.

ARTICLE 12 BY ELECTIONS

When a post or an office becomes vacant before an Annual General Meeting, a special NEC meeting shall be held for that purpose of electing a member to fill the vacant post till the next Annual General Meeting.

ARTICLE 13 MEETINGS

(a) Annual General Conference

- (i) The Annual General Conference of the Union shall be held at Ogori.
- (ii) An Annual General Meeting of the Union shall be held at the end of each calendar year, and all branches of the Union are expected to send delegates to attend the Annual General Meeting shall be the Supreme Authority of the Union and Decisions of such meeting arrived at after the necessary simple majority vote on any subject shall be final.
- (iii) Invitations to attend the Annual General Conference shall be extended to all registered or active branches of the Union. This is with a view of getting items that branches wishes to include in the overall agenda for the conference.
- (iv) Notice of an Annual General Conference must be sent to all branches at least two months before the date fixed for the Conference.
- (v) The basis of representation at the Annual Conference of Ogori Descendants' Union shall be equal representation of not more than 3 from branches and not more than 6 from home branch.
- (vi) The proceedings of the Annual General Conference shall be conducted in Ogori and English and written in English. Minutes shall be sent to ODU branches with two months after the conference was held.

(vii) Any member of the Ogori Descendants' union not an official delegate, or any person qualified to be but not officially a member, may attend the sessions of the Annual General Conference as an "OBSERVER" provided he/she shall sit in a place designated for observers and shall not conduct himself in a way prejudicial or harmful to the orderly progress of the Conference. Any such member shall not be entitled to vote neither shall he contribute to the deliberations of the Conference in any official capacity.

(viii) The president or the General Secretary (acting with the consent of the President) may invite any person or persons to the Conference whose advise may help the Conference to arrive at a correct and wise decision on a particular subject. Any such person(s) if not qualified to be an observer shall be in the Conference only when his/their advice or assistance is required.

(ix) The President shall decide the place, date and time of meeting.

(x) Voting at Meeting: At meeting, expect for election of officers, all simple votes shall be by show of hands and decisions shall be based on simple majority.

(xi) Annual General Conference of the Union shall be held by a quorum of not less than one third of the expected members.

(xii) Past Officers: Past Presidents and General Secretaries not serving as Patrons may be invited as full-fledged member of the Annual Conference and the National Executive Council.

(b) National Executive Council

(i) Notice of a National Executive Council meeting must be given to all National Executive Council members at least twenty-eight (28) days before the day fixed for the meeting except for an Emergency meetings where the National Executive Council may be summoned within fourteen (14) days.

(ii) Three members including the Chairman of a sub-committee shall form a quorum, for any meeting of such sub-committee.

(iii) Seven members including two branch union members shall form a quorum for any Council meeting.

(iv) **Summoning of Emergency Executive Council Meeting**

Emergency meeting of the Executive Council shall be summoned by the President and by the General Secretary on the written request of not less than four members of the executive Council or not less than four branches of the Union.

(v) **Meeting of Executive Council:** The National Executive Council shall meet at least once in every quarter or when necessary.

(c) **Cancellation of Meetings:**

(i) The General Secretary after due consultation with the President may cancel a meeting of the national Executive Council for which a date has been fixed and a notice sent not less than two weeks before the date fixed for the meeting. After which date the meeting shall stand and shall not be cancelled.

(ii) The General Secretary after consultation with an approval of the President may cancel an Annual General Conference for which a date has been fixed and a notice sent, not less than three weeks before the date fixed for the Annual Conference, after which date the Annual Conference shall stand and shall not ordinarily be cancelled.

ARTICLE 14 RESIGNATION

(a) If an officer resigns his post upon good reasons, he shall in writing hand-over all the Union's properties in his possession to the General Secretary.

(b) When a General Secretary resigns his post, he should in writing hand-over to the President.

ARTICLE 15 FINANCE

(a) **Subscriptions:** The subscription of members together with the enrolment fees, donations, levies and contributions received from Honorary, Associate members, patrons and others shall constitute the Primary source of the Union's revenue.

(b) **Fund Raising:** Fund raising activities shall be organized whenever convenient and or necessary.

(c) Accounts: The withdrawal of any money shall have the signature of the Treasurer and the President or the General Secretary. Returns of all expenditure by all officers of the Union shall be made to the Financial Secretary Annually. Any expenditure must be supported by adequate receipt. Where receipts are possible, there shall be a declaration tendered along for rendering of returns.

(d) Withdrawals: The Officers named in Article 15 (c) above shall have authority to withdraw money up to N20, 000 at a time but shall seek the authority of the Executive Council before withdrawing amounts above N20, 000 and a copy of the minutes of the Executive Council to that effect shall be attached to the counterfoil of such cheques. In any other case in which it is impracticable to carry out the above procedure for withdrawal of union funds which is more than N20, 000, such expenditure as may be incurred shall be reported immediately to the Executive Council through the General Secretary.

ARTICLE 16 UNION SEAL

(a) The Union shall have a common seal. Such Common Seal shall be kept in the custody of the General Secretary who shall produce it when required for use by the Trustees of the Union.

(b) All documents to be executed by the Trustees of the Union shall be signed by any two of them and sealed with the common Seal of the Union.

ARTICLE 17 MEMBERSHIP CARD

The National Executive Council of the Union may design, print and issue membership cards to members of the union on payment by the members of such sums as the Council may fix. The General Secretary shall be the custodian of membership cards which shall be issued from the Union's Secretariat on the recommendation of branch Executive Committee. Membership Cards shall be subject to revision within five years.

ARTICLE 18 – AMENDMENT OF CONSTITUTION

(a) The Provisions of this constitution may be added to, amended or cancelled from time to time at the Annual General Conference of the Union.

(b) Notice for such amendments, additions and or cancellations from ODU branches or NEC shall be submitted in writing to the General Conference. The General Secretary will himself send such notices to each branch of the Union soon after the receipt of the said notice of amendment.

(c) The Constitution shall be deemed amended or altered if two-third ($\frac{2}{3}$) majority of the total votes cast at an Annual General Meeting/Conference of the Union is in favour of the amendment or alteration.