



THE CONSTITUTION

OF

**AIR FORCE SECONDARY SCHOOL
OLD STUDENTS' ASSOCIATION,
IKEJA**



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AMENDMENT SHEET

Amendment Number (a)	By Whom (b)	Amendments & Insertions (c)
Cover page	Constitution Review Committee (CRC)	<ul style="list-style-type: none"> • Delete "AFSSOSA" • Changed "2017" to "2022" • Removed footer • Added "2022 As Amended" as new footer
Table of content	CRC	Updated page numbering and styling of Table of Content
Certification	CRC	<ul style="list-style-type: none"> • Deleted "AFSSOSA" in title • Changed "2017" to "2022" • Deleted "has" • Inserted "It is" • Deleted "and" • Inserted "within and outside Nigeria" • Changed "guidelines" to "guideline" • Inserted "Ikeja" • Changed "Said" to "Chapter/Set" • Changed "Revised" to "Revised and Amended"
Preamble	CRC	<ul style="list-style-type: none"> • Changed "firstly to give back to the school and its students" to "firstly, to amalgamate all old students of AFSS Ikeja as one entity. Secondly, is to forge an alliance/alumni strong enough to give back to the school and students as well as the society, Nigerian Air Force (NAF) and the Nation in general." • Inserted "All this" • Inserted "members of" • Deleted "and" • Inserted "while" • Changed "potentials" to "potential" • Changed "and secondly, to the society in general" to "role in moulding its students and developing their various potential, who are now alumni and make up AFSSOSA Ikeja" • Deleted "The" • Inserted "Ikeja" • Inserted "its" • Deleted "of AFSSOSA Ikeja" • Inserted "several of" • Changed "It is not a profit making" to "It is a not-for-profit" • Changed "but rather to" to "that" • Changed "focus" to "focuses" • Inserted "Ikeja" • Changed "THEREFORE" to "therefore"
Supremacy	CRC	<ul style="list-style-type: none"> • Changed "Air Force Secondary School Old Students Association" to "AFFSOSA" • Inserted "elected or selected" • Deleted "a few" • Changed "laws" to "Laws" • Changed "provision" to "provisions"



		<ul style="list-style-type: none"> ● Changed "Supremacy" to "Constitutional Supremacy"
General Provisions	CRC	<ul style="list-style-type: none"> ● Inserted "gathered" ● Inserted "at a particular time of the year" ● Changed "Committee" to "Council" ● Inserted "duly elected and" ● Inserted "Chapter. The conglomeration of old students of AFSS Ikeja co-located in a state in Nigeria or regions, irrespective of sets." ● Inserted "Set. The conglomeration of old students of AFSS Ikeja who graduated from the school in the same year."
Article 1 - Name	CRC	<ul style="list-style-type: none"> ● Adjusted title header ● Changed "Allieds" to "Allied"
Article 2 - Emblem	CRC	<ul style="list-style-type: none"> ● Adjusted title header ● Changed "shield" to "Shield" ● Changed "moto" to "motto" ● Inserted "The inscription AFSSOSA shall be placed slightly above the AFSS Ikeja crest." ● Inserted new clause 2.1 ● Inserted new clause 2.2
Article 3 - Address	CRC	<ul style="list-style-type: none"> ● Adjusted title header ● Inserted comma after possible ● Inserted "chapter/set" ● Inserted new clause 3.1
Article 4 - Aims and Objectives	CRC	<ul style="list-style-type: none"> ● Adjusted title header ● 4.0 - inserted "o" ● 4.0 b - Inserted "love" ● 4.0 e - Changed "nationalism" to "national unity" ● 4.0 e - Changed "national development" to "National Development" ● 4.0 f - changed "assisting" to "supporting" ● 4.0 g - changed "assisting" to "supporting" ● 4.0 g - inserted "Nigerian" ● 4.0 g - changed "in general" to "both locally and globally" ● Inserted new clause "h" ● Inserted new clause "i" ● Inserted new clause "j" ● Inserted new clause "k" ● Inserted new clause "l" ● Inserted new clause "m" ● Inserted new clause "4.1" ● Inserted new clause "4.2"
Article 5 - Membership	CRC	<ul style="list-style-type: none"> ● Adjusted title header ● 5.0 - changed "There shall, however, be five categories of members of AFSSOSA Ikeja; Ordinary members, Associate members, Provisional members, Honourary members and Nominal members" to "There shall, however, be four categories of members of AFSSOSA Ikeja; Ordinary



		<p>members, Student members, Honorary members and Nominal members"</p> <ul style="list-style-type: none"> ● 5.0 a - inserted "and/or did not complete the full school term in AFSS Ikeja, Lagos, Nigeria. In other words, this class of membership will/may apply to persons that left AFSS Ikeja before graduation and/or attended any other AFSS in Nigeria. He/She must have been accepted by the Executive Committee/Council and voted for, by two-third of the members present, at a Congress. In the absence of a congress, such person(s) will remain on probation for a maximum of 1 year and a minimum of 6 months." ● 5.0 b - deleted former clause and inserted new clause 5.0 b ● 5.0 c - deleted former clause and inserted new clause 5.0 c and merged with former 5.0 d ● Deleted former Paragraph 5.1 ● Inserted new Paragraph 5.1 ● Deleted former clause 5.3 and inserted new clause 5.2
<p>Article 6 - National Executive Committee</p>	<p>CRC</p>	<ul style="list-style-type: none"> ● Adjusted title header ● Inserted "the entire body of" ● 6.0 - Replaced "All these positions are electable and must be up to date financial members." with "The NEC shall compose of different appointments/positions manned by members of the Alumni." ● 6.1 - replaced "They shall consist of the following" with "The following shall be the appointments/positions to be filled" ● 6.1 - deleted Legal Adviser ● 6.1 - inserted Country (Diaspora) Representative ● 6.2 - inserted "the entire" ● 6.3 - replaced old paragraph with new statement ● 6.5 - inserted "/adoption" ● 6.11 - clause "g" - inserted "AFSSOSA Ikeja" ● 6.11 - inserted new clause "h" ● 6.12 - clause "f" - inserted "plus" ● 6.13 - clause "g" - deleted "if any" ● 6.14 - Corrected title header, replaced "Secreatry" with "secretary" ● 6.14 - clause "a" - replaced "of" with "for" ● 6.14 - clause "a" - inserted "coordinating/" ● 6.14 - clause "a" - changed "ikeja" to "Ikeja" ● 6.14 - clause "b" - replaced "of" with "for" ● 6.14 - clause "b" - inserted "coordinating/" ● 6.14 - clause "b" - changed "ikeja" to "Ikeja" ● 6.14 - clause "c" - inserted "social platform and" ● 6.14 - clause "c" - deleted "if any" ● 6.15 - moved entire former section (The Legal Adviser) to "Responsibilities of Other Officers" ● 6.15 - inserted new section "The Whip"

		<ul style="list-style-type: none"> ● 6.16 - inserted new section "The Assistant Whip" ● 6.17 - inserted new section "The Legal Adviser" ● 6.18 - inserted new section "Ex-Officio" ● 6.19 - The Auditors moved to this new section ● 6.19 - clause "d" - inserted "twice a year; March and September or as may be directed by the AFSSOSA Congress, NEC/NAC and/or by the President of AFSSOSA Ikeja." ● 6.20 - Secretariat Administrator moved to this new section ● 6.20 - replaced "an administrator" with "a Secretariat Administrator" ● 6.20 - deleted "and paid" ● 6.20 - clause "d" - inserted "on behalf of the Alumni"
Article 7 - National Advisory Council	CRC	<ul style="list-style-type: none"> ● Adjusted title header ● 7.0 - Revised intro statement ● 7.0 - clause "c" - changed "Presidents" to "Governors" ● 7.0 - clause "e" - deleted "All" ● 7.0 - clause "f" - deleted "All" ● 7.0 - clause "g" - deleted "All" ● 7.0 - clause "h" - inserted "NEC" ● 7.1 - deleted former clause "b" ● 7.1 - clause "d" - changed "Shall have powers to appoint" to "Shall make suggestions or nominate persons" ● 7.1 - paragraph "d" - inserted "in the NEC" ● 7.2 - changed "schedule" to "schedules" ● 7.2 - inserted "shall apply" ● 7.2 - changed "NEC" to "NAC" ● 7.3 - Changed "NECo" to "NAC" ● 7.4 - deleted clause 7.4
Article 8 - Chapters and Sets Groups	CRC	<ul style="list-style-type: none"> ● Adjusted title header ● 8.0 - revised former section text to current text ● 8.3 - inserted new clause 8.3 ● 8.4 - renumbered previous 8.3 ● 8.4 - inserted new clause ● 8.5 - renumbered previous 8.4 ● 8.5 - inserted "entertainment" ● 8.5 - inserted "It should also be noted that at the national level the term to be used for the presiding officer is President, at Chapter level is Governor and Set level is Chairperson." ● 8.6 - renumbered previous 8.5 ● 8.6 - revised entire clause to new text ● 8.9 - inserted new clause ● 8.10 - updated previous 8.9 to new text ● 8.12 - updated previous 8.11; inserted "shall be" and replaced "Central Group" with "NEC" ● 8.13 - updated previous 8.12 by deleting "AFSSOSA Ikeja" ● 8.14 - updated previous 8.13 to new text by inserting "The responsibility of the officers elected at the

		<p>Chapters/Sets shall be similar to that of the NEC." and "however"</p> <ul style="list-style-type: none"> ● 8.15 - updated previous 8.14, inserted "/Set" ● 8.15 - clause "a" - inserted "Chapter/Set" and "except if unavailable" ● 8.15 - clause "c" - inserted "/Set as required" ● 8.15 - clause "d" - inserted new paragraph ● 8.16 - deleted "Vice President" in title header and paragraph ● 8.16 - clause "a" - deleted "President" ● 8.16 - clause "b" - deleted President ● 8.16 - clause "c" - deleted "President" ● 8.16 - clause "d" - inserted new text ● 8.17 - clause "c" - inserted new text ● 8.17 - clause "e" - inserted "a month to the date" in previous paragraph "d" ● 8.17 - clause "f" - inserted "Liaise" and changed "with" to "to" ● 8.17 - clause "g" - inserted "President/" ● 8.18 - clause "c" - deleted "President" ● 8.19 - clause "c" - deleted "President" ● 8.20 - clause "d" - deleted "President" ● 8.21 - clause "c" - deleted "President" ● 8.22 - clause "b" - changed "committee" to "Committee" ● 8.22 - clause "d" - deleted "President" ● 8.23 - clause "b" - deleted "President"
Article 9 - Tenure of Office	CRC	<ul style="list-style-type: none"> ● Adjusted title header ● 9.1 - changed "NECo" to "NAC" and inserted "/Chapter/Set Executives" ● 9.2 - changed "NECo" to "NAC" and inserted "/Chapter/Set Executives" ● 9.5 - changed "NECo" to "NAC" ● 9.6 - inserted "/appointed" and changed "NECo" to "NAC"
Article 10 - Removal from Office and Resignation	CRC	<ul style="list-style-type: none"> ● Adjusted title header ● 10.0 - changed "NECo" to "NAC" and inserted "/Chapter/Set Executives" ● 10.0 - inserted "or appropriate body" ● 10.1 - inserted new clause ● 10.3 - updated previous 10.2 to change "NECo" to "NAC" and inserted "/Chapter/Set Executives" ● 10.3 - deleted "Committee" ● 10.6 - updated previous 10.5 to change "NECo" to "NAC" and inserted "/Chapter/Set Executives" ● 10.8 - inserted ".18"
Article 11 - Congress/Meetings	CRC	<ul style="list-style-type: none"> ● Adjusted title header ● 11.2 - changed "quarterly in" to "once a year" ● 11.2 - changed "NECo" to "NAC" ● 11.3 - inserted "physically or virtually" ● 11.4 - changed "lotion" to "location" ● 11.6 - inserted new clause ● 11.7 - inserted new clause

		<ul style="list-style-type: none"> ● 11.8 - updated previous 11.6 and inserted "as well as Governors/Chairperson of Chapter and Set" ● 11.8 - changed "NECo" to "NAC" ● 11.9 - updated previous 11.7 to new text ● 11.10 - updated previous 11.8 by changing "that is" to "to allow for" and deleted "where possible" ● 11.13 - changed title from "NATIONAL EXECUTIVE COUNCIL" to "NATIONAL ADVISORY COUNCIL" ● 11.13 - changed "NECo" to "NAC" and inserted "or virtually" ● 11.14 - changed "NECo" to "NAC" and inserted "available social media platform as well as any" ● 11.15 - changed "NECo" to "NAC" ● 11.16 - changed header title from "Branch" to "Chapter"
Article 12 - Elections/Votings	CRC	<ul style="list-style-type: none"> ● Adjusted title header ● 12.3 - inserted new clause ● 12.4 - updated previous 12.3 by changing "60" to "90" ● 12.5 - updated previous 12.4 to new text ● 12.6 - updated previous 12.5 by inserting "The Congress shall also consider the adoption of virtual meetings and at such meetings can share electronic voting forms." ● 12.7 - revised previous 12.6 to new text ● 12.8 - updated previous 12.7 by inserting "With regards to the role of the President, to determine a clear winner during elections $\frac{2}{3}$ majority should be the basis of determining the winner." ● 12.9 - updated previous 12.8 by deleting "NEC/NECo an/or Congress" and inserting "Electoral Committee" ● 12.9 - changed "members vote" to "members' votes" ● 12.13 - updated previous 12.12 by changing "fourteen (14)" to "seven (7)" ● 12.14 - updated previous 12.13 by inserting "/Chapter/Set Executives" and changing "that" to "those" ● 12.18 - updated previous 12.17 by changing "probational" to "probationary" and inserting "5 years" ● 12.19 - updated previous 12.18 by changing "NEC/NECo" to "any EXCO" ● 12.20 - inserted new clause ● 12.21 - inserted new clause ● 12.22 - changed "14" to "7" ● 12.23 - updated previous 12.22 by changing "Up" to "Only up" and "are only" to "shall be" ● 12.24 - inserted new clause
Article 13 - Committees	CRC	<ul style="list-style-type: none"> ● Adjusted title header ● 13.0 - updated clause by inserting "Any committee set up by the Congress shall have tenures that align with the tenure of NAC, which is presently two (2) years." ● 13.3 - updated previous clause to new text by changing "NEC" to "general house", changing "2" to



		<p>"3" and deleting "subject to ratification at the Congress of", "AFSSOSA Ikeja" and "during an election in the Congress"</p> <ul style="list-style-type: none"> ● 13.18 - inserted "Chapter/Sets", deleted "from set", inserted "the" and changed "and then" to "who in turn presents it to the NEC" ● 13.19 - changed section header from "Project and Development Committee" to "Development Committee"
Article 14 - Discipline	CRC	<ul style="list-style-type: none"> ● Adjusted title header ● 14.3 - updated clause "d" by changing "NECo" to NAC ● 14.3 - inserted new clause "f"
Article 15 - Welfare	CRC	<ul style="list-style-type: none"> ● Adjusted title header ● 15.0 - changed "NECo" to "NAC" ● 15.0 - inserted new clause "f" ● 15.7 - changed "co-ordination" to "coordination"
Article 16 - Finance	CRC	<ul style="list-style-type: none"> ● Adjusted title header ● 16.0 - deleted "This is a one-off payment" in clause "b" ● 16.2 - inserted new clause ● 16.3 - inserted new clause ● 16.6 - updated previous ● 16.7 - updated previous 16.5 by changing "NECo" to "NAC" ● 16.8 - updated "N50,000.0" to "N50,000.00" ● 16.9 - changed "January to December" to "April to March" ● 16.11 - changed "the country" to "Nigeria" ● 16.13 - changed "as a joint account by members" to "with their Chapter/Set names, as it applies." ● 16.14 - inserted new clause
Article 18 - Auditor(s)	CRC	<ul style="list-style-type: none"> ● Adjusted title header ● 18.2 - changed "NECo" to "NAC" ● 18.3 - Inserted new clause
Article 19 - The Common Seal	CRC	<ul style="list-style-type: none"> ● Adjusted title header ● 19.0 - changed "NECo" to "NAC" ● 19.0 - deleted "him/her/each of"
Article 20 - Amendments	CRC	<ul style="list-style-type: none"> ● Adjusted title header ● 20.2 - inserted "to the next Congress meeting." ● 20.8 - inserted new clause

All amendments and insertions as detailed in the table above were carried out in the 2022 review exercise by the Constitution Review Committee.



CERTIFICATION

AIR FORCE SECONDARY SCHOOL OLD STUDENTS' ASSOCIATION IKEJA CONSTITUTION 2022 (REVISED)

1. This Air Force Secondary School Old Students' Association (AFSSOSA), Ikeja Constitution 2017 (Revised) is being reviewed to ensure uniform conformity with the principles inspiring the establishment of AFSSOSA Ikeja. It is to act as a guide to all its activities, within and outside Nigeria. The contents are to be observed in all matters pertaining to AFSSOSA Ikeja and interpreted reasonably and intelligently, with due regards to the interests of AFSSOSA Ikeja. It shall also be an implementation guide for all chapters or sets of AFSSOSA Ikeja, within and outside Nigeria. In addition to the Constitution, a guideline document is adopted which provides for all other activities of AFSSOSA Ikeja not catered for in this document. Chapter/Set groups are, however, at liberty to draw up additional rules and regulations to further guide their actions. Provided that any additional rules and regulations to be drawn up by the latter are not at variance with, and/or do not detract from the principles herein entrenched.
2. This Revised and Amended Edition of the AFSSOSA Ikeja Constitution hereby comes into effect on this _____ day of _____ 2022.

Mr Clifford Oimage
President
AFSSOSA Ikeja

Dated this _____ day of _____ 2022



PREAMBLE

The aim of setting up an old students' association of **Air Force Secondary School (AFSS) Ikeja** is firstly, to amalgamate all old students of AFSS Ikeja as one entity. Secondly, is to forge an alliance/alumni strong enough to give back to the school and students as well as the society, Nigerian Air Force (NAF) and the Nation in general. All this in appreciation for the school's role in moulding its students and developing their various potential, who are now alumni and make up AFSSOSA Ikeja. AFSSOSA Ikeja is the vehicle through which social infrastructure is made available and accessible to its members, while still supporting several of the School's projects, Parent Teachers Association, current students, alumni, staff and the society in general. It is a not-for-profit organisation that focuses on the utilisation of human and material resources to generate facilities aimed at making life better for members of AFSSOSA Ikeja Constituents. Consequently, we the old students of AFSS Ikeja are out to heal the world and make it a better place, especially for the members of AFSSOSA Ikeja. We therefore make, enact and give to ourselves the following constitution.



SUPREMACY

The ultimate power of the AFSSOSA Ikeja Constitution resides in its members, in whose names and for whose welfare, elected or selected officers of the AFSSOSA Ikeja shall act. Subject to the Laws and Constitution of the Federal Republic of Nigeria, in addition to International Laws, the AFSSOSA Ikeja Constitution shall be the supreme document and law guiding the actions of all members. Its provisions shall thereby be binding on all members, home and abroad. Any law of component bodies which is inconsistent with any of the provisions of this constitution shall to the extent of the inconsistency be void. Therefore, the **AFSSOSA Ikeja Constitution** shall have Constitutional Supremacy over the laws and guidelines of any Chapter or Set.



ENFORCEMENT OF THE CONSTITUTION

Any member of AFSSOSA Ikeja, who alleges that any act or omission of any member is inconsistent with a provision of this constitution, may bring such action to the Judicial (Disciplinary) Committee for a clarification to that effect. The Judicial (Disciplinary) Committee shall, for the purpose of a clarification give such direction, as it may be considered appropriate, for giving effect to the clarification so made.



GENERAL PROVISIONS

In this document, the following shall apply:

Congress

The conglomeration of old students of AFSS Ikeja, irrespective of sets, gathered for a meeting at a particular time of the year.

National Executive Council

A body of AFSSOSA Ikeja students duly elected and charged with the responsibility of running the affairs of AFSSOSA Ikeja, locally and globally.

Chapter

The conglomeration of old students of AFSS Ikeja co-located in a state in Nigeria or regions, irrespective of sets.

Set

The conglomeration of old students of AFSS Ikeja who graduated from the school in the same year.

Chapter Executive Council

A body of AFSSOSA Ikeja students duly elected and charged with the responsibility of running the affairs of AFSSOSA Ikeja in states or regions of Nigeria or globally.

Set Executive Council

A body of AFSSOSA Ikeja students duly elected and charged with the responsibility of running the affairs of AFSSOSA Ikeja sets/classes.



ARTICLE 1 - NAME

- 1.0 The Air Force Secondary School Old Students' Association is registered under the Company's and Allied Matters Code 2004 (Act No 1) as a Non-partisan, Voluntary Association with the name; **AIR FORCE SECONDARY SCHOOL OLD STUDENTS' ASSOCIATION, IKEJA** herein referred to as "**AFSSOSA Ikeja**".

ARTICLE 2 - EMBLEM

- 2.0 The **EMBLEM** of AFSSOSA Ikeja shall be the Crest of Air Force Secondary School, Ikeja (herein referred to as "**AFSS Ikeja**"), which is made of a **Shield** with an **Embossed Eagle** and a **Torch in the centre of an open book** (both separated by the inscription '**IKEJA**' on a white background) signifying '**PERSEVERANCE BREEDS SUCCESS**' as the motto. The inscription AFSSOSA shall be placed slightly above the AFSS Ikeja crest.
- 2.1 The crest shall be bordered by two blue rings holding the inscription "AIR FORCE SECONDARY SCHOOL OLD STUDENTS' ASSOCIATION, IKEJA ALUMNUS" The emblem shall be the official emblem of the Association and shall be used on all correspondence emanating from the National, Chapter and sets.



- 2.2 The colour details of the logo as presented above are as follows:
- The outer and inner rings coloured dark blue have the hex value of #003780.
 - The inscription "Air Force Secondary School Old Students' Association" is written in the font type of Eczar SemiBold in colour dark blue with the hex value of #003780.
 - The inscription "Ikeja Alumnus" is written in the font type of Eczar SemiBold in colour red with the hex value of #FF1616.
 - The inscriptions of "AFSSOSA" above the crest is written in the font type of Eczar SemiBold in colour black with hex value of #000000.
 - The dark green in the shield is with hex value of #2E5343.
 - Whilst the bright yellow is with hex value of #F9F11E.



ARTICLE 3 - ADDRESS

- 3.0 AFSSOSA Ikeja shall maintain its National Secretariat at the **AFSS Ikeja** premises until otherwise stated. It may also, where necessary/possible, maintain chapter/set secretariats in any state of the Federation or Country(ies) with a minimum of five (5) alumni members.
- 3.1 Other duly recognised Secretariats outside the National Secretariat do not have to be physical locations. However, once a quorum is achieved, that location shall form a Secretariat and be recognised as such. In other words, a recognised secretariat shall be determined by the number of members in that particular location.



ARTICLE 4 - AIMS AND OBJECTIVES

4.0 The objectives of the AFSSOSA Ikeja shall be:

- a. To seek the general welfare of all members of AFSSOSA Ikeja.
- b. To provide a forum for all members to discuss matters of interests and benefits, thereby promoting solidarity, fellowship, love and comradeship among old students of the School.
- c. To maintain and utilise relevant records of all members (bearing in mind their rights to data protection acts).
- d. To provide means of communication between members and relevant authorities in all matters affecting members or the School, where necessary.
- e. To reinforce in all members, a high sense of loyalty, discipline and national unity, while ensuring their fullest participation in AFSSOSA Ikeja activities and National Development in general.
- f. To initiate, develop and execute plans, projects and programmes, aimed at supporting AFSS Ikeja, the students, teachers and members of AFSSOSA Ikeja, towards achieving overall growth and development of AFSSOSA Ikeja and the School.
- g. To initiate, develop and execute plans, projects and programmes, aimed at supporting AFSSOSA Ikeja members' families, the Nigerian Air Force Community, charities, the less privileged and the wider society both locally and globally.
- h. To encourage the establishment of ExcOs for all sets current and in-coming.
- i. To promote National Unity and integration among the diverse peoples, cultures and religions of members of the association.
- j. To encourage the development of leadership skills among students and alumni of AFSS Ikeja in particular and Nigerians in general.
- k. To advocate and influence policies and enactments in manners favourable to AFSS Ikeja at all levels of government.
- l. To provide avenues for networking and collaboration among members.
- m. To undertake projects or anything that is reasonably incidental or consequential to the furtherance of these aims and objectives.

4.1 Key stakeholders to whom these objectives apply shall cover:

- a. The School
- b. The Commandant
- c. Current students
- d. Current teachers
- e. Ex-students
- f. Ex-teachers
- g. Administrative staff
- h. AFSSOSA as a body



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- i. The Command structure at the NAF Base, where the school is located
 - j. The Nigerian Air Force
 - k. Parents and families of students, both current and ex students
 - l. Board of Trustees

4.2 Having identified stakeholders to AFSSOSA Ikeja (as highlighted in the previous clause), it should be noted that this does not in any way construe obligations on all identified parties and AFSSOSA Ikeja to the other parties. Participation in the activities of AFSSOSA Ikeja shall be on a voluntary basis by all parties willing to participate.



ARTICLE 5 - MEMBERSHIP

- 5.0 All students (irrespective of location) who attended AFSS Ikeja from inception in 1981 are members of AFSSOSA Ikeja, provided that they were not expelled from the School. There shall, however, be four categories of members of AFSSOSA Ikeja; Ordinary members, Student members, Honorary members and Nominal members.
- a. **Ordinary membership:** This membership of AFSSOSA Ikeja shall be open to any person, being a Nigerian or Foreigner, resident in Nigeria or abroad, and who attended, completed and/or did not complete the full school term in AFSS Ikeja, Lagos, Nigeria. In other words, this class of membership will/may apply to persons that left AFSS Ikeja before graduation and/or attended any other AFSS in Nigeria. He/She must have been accepted by the Executive Committee/Council and voted for, by two-third of the members present, at a Congress. In the absence of a congress, such person(s) will remain on probation for a maximum of 1 year and a minimum of 6 months.
 - b. **Student Membership:** This membership of AFSSOSA Ikeja shall be open to current students of AFSS Ikeja and any other AFSS in Nigeria, interested in joining AFSSOSA Ikeja. This membership shall apply to only interested SS3 (final year) students. They shall be confirmed as ordinary or associate members as required. For the SS3 students on the verge of graduating, they can be admitted into the Executive Structure of AFSSOSA to help with the management of the Secretariat amongst other responsibilities. And on graduation, Student Members shall be inducted as Ordinary Members at the Graduation ceremony of the School.
 - c. **Honorary Membership:** This membership of AFSSOSA Ikeja shall be open to any person who has close ties with the members through friendship, or otherwise, and has indicated any intention to join AFSSOSA Ikeja. This membership of AFSSOSA Ikeja shall be open to persons selected, duly screened and recommended, by the Executive Committee/Council. Such membership shall be approved by the Congress with a two - third majority vote of members present. This Honorary membership of AFSSOSA Ikeja shall be open to all Past Commandants, Principals and Vice Principals, in addition to teachers of AFSS Ikeja, who might have distinguished themselves. Their nomination shall be subjected to voting at the Congress with a two - third majority approval of members present. This membership shall also include Patrons.
- 5.1 **Patrons (Nominal Members):** The AFSSOSA Ikeja shall have Three (3) Patrons. The National Executive Committee (NEC) of AFSSOSA Ikeja, in addition to selected old students shall select, screen and recommend not more than five (5) individuals for the possible selection of three (3) as Patrons of AFSSOSA Ikeja. Final selection of the



three (3) Patrons shall be approved by a two - third vote of members present at a Congress. They shall be classified as Nominal Members.

- 5.2 The nomination of Patrons is open to ONLY Non-Old Students, which may also include out-gone Principals, Commandants and past PTA Chairpersons, who must have made substantial contributions and given support to the School. Patrons shall be subject to Bi-annual review.



ARTICLE 6 - NATIONAL EXECUTIVE COMMITTEE

- 6.0 There shall be a National Executive Committee (NEC) to oversee the affairs of the entire body of AFSSOSA Ikeja. The NEC shall compose of different appointments/positions manned by members of the Alumni.
- 6.1 The following shall be the appointments/positions to be filled:
- a. The President
 - b. The Vice President
 - c. The General Secretary
 - d. The Assistant General Secretary
 - e. The Financial Secretary
 - f. The Treasurer
 - g. The Public Relations Officer
 - h. The Social/Entertainment Secretary
 - i. The Whip
 - j. The Assistant Whip
 - k. Two (2) Ex-Officio Members
 - l. Country (Diaspora) Representative
- 6.2 The National Executive Committee shall be the executive organ of the entire AFSSOSA Ikeja.
- 6.3 The Exco of AFSSOSA Ikeja is to be the representative body at NAF, government and private events in which the membership of AFSSOSA has been invited to attend.
- 6.4 The NEC shall be responsible for the day-to-day administration of AFSSOSA Ikeja and shall implement decisions taken at Committee/National Advisory Council (NAC) and Congress meetings.
- 6.5 All recommendations, decisions and actions of the NEC/NAC of AFSSOSA Ikeja shall be presented in the Congress Meeting of AFSSOSA Ikeja, for ratification/adoption.

RESPONSIBILITIES OF OFFICERS OF THE NATIONAL EXECUTIVE COMMITTEE

- 6.6 The responsibilities of members of the National Executive Committee are, but not limited to, the following.

THE PRESIDENT

- 6.7 The President of AFSSOSA Ikeja shall:
- a. Preside over the Congress, NEC/NAC meetings and any other official meeting, activities and functions of AFSSOSA Ikeja, unless otherwise decided by him/her.
 - b. Have a casting vote in the event of a tie at any Congress and NEC/NAC meetings, or any other meeting.



- c. Give necessary directives to other members of the NEC/NAC and the Congress.
- d. Authorise all expenditure of AFSSOSA Ikeja.
- e. Be a signatory to AFSSOSA Ikeja Bank Account(s) (or the Vice President plus a B signatory).
- f. Have the overall responsibility for the implementation of all decisions of Congress and NEC/NAC meetings.
- g. In consultation with the necessary parties, have a final say/decision on controversial issues.
- h. Present an Annual Report of AFSSOSA Ikeja to the Congress.
- i. Be a member of the AFSS Ikeja School Board (if any/subject to approval from higher authority).

THE VICE PRESIDENT

6.8 The Vice President (VP) of AFSSOSA Ikeja shall:

- a. Assist the President in the performance of his/her duties.
- b. Perform all the duties of the President, under this Constitution, in the event of death, resignation or removal from office of the President or any other reason or the inability of the President to perform his/her responsibilities, until such a time a bye-election is conducted to fill the vacancy.
- c. Be a counter-signatory to AFSSOSA Ikeja Bank Account(s) (or the President plus a B signatory).
- d. Perform any additional duties as may be assigned to him/her by the Congress, the NEC/NAC and/or the President of AFSSOSA Ikeja.

THE GENERAL SECRETARY

6.9 The General Secretary of AFSSOSA Ikeja shall:

- a. Be responsible for the day-to-day running of the National Secretariat through the Secretariat Administrator.
- b. In the absence of the President and Vice President, take full responsibility of activities of AFSSOSA Ikeja.
- c. In consultation with the AFSSOSA Ikeja President, prepare the agenda for all meetings to be held by AFSSOSA Ikeja and secure a suitable venue for such meetings, while ensuring a functional and effective secretariat for the meeting.
- d. Be responsible for the minutes at the Congress, the NEC/NAC and all other official meetings, activities or functions of AFSSOSA Ikeja.
- e. Coordinate/ensure the implementation of recommendations and/or decisions reached at the Congress, NEC/NAC meetings, and/or any other meetings he/she is in attendance.
- f. Collate an Annual Report of AFSSOSA Ikeja for the AFSSOSA Ikeja President, to be presented at the Annual Congress Meeting.



- g. Take custody of all documents and records of AFSSOSA Ikeja except those relating to finance, and shall properly index them for any necessary action by AFSSOSA Ikeja.
- h. Be responsible for all correspondence and documented assets of AFSSOSA Ikeja.
- i. Hold in confidence, the electronic database of all AFSSOSA Ikeja members while bearing in mind that unauthorised disclosure of members' information/data could be liable to lawsuits and tantamount to perceived defamation.
- j. Coordinate all activities of chapters/sets towards the development of AFSSOSA Ikeja and/or any other organisation.
- k. Oversee the activities of AFSSOSA Ikeja Secretariat through an employed Secretariat Administrator.
- l. Perform any additional duties as may be assigned to him/her by the Congress, the NEC/NAC, and/or the President of AFSSOSA Ikeja.

THE ASSISTANT GENERAL SECRETARY

6.10 The Assistant General Secretary of AFSSOSA Ikeja shall:

- a. Be responsible to the General Secretary and shall assist the General Secretary in the performance of his/her duties.
- b. In liaison with the General Secretary, take the minutes at the Congress.
- c. Perform all duties of the General Secretary under this Constitution in the event of death, resignation or removal from Office of the General Secretary, any other reason or the inability of the General Secretary to perform his/her responsibilities, until such time that a bye-election is conducted to fill the vacancy.
- d. Perform any additional duties as may be assigned to him/her by the Congress, the NEC/NAC, the President and/or the General Secretary.

FINANCIAL SECRETARY

6.11 The Financial Secretary of AFSSOSA Ikeja shall:

- a. Keep proper records of all financial matters and documents of financial transactions, and present it to the Council, Congress and NEC at every meeting and/or when called for by AFSSOSA Ikeja.
- b. Prepare an Annual Financial Report of AFSSOSA Ikeja for the Congress.
- c. Prepare a Monthly Report for the Association.
- d. Present an annual budget proposal and financial statement within the first quarter of every year and/or as at when required by AFSSOSA Ikeja.
- e. Be a counter-signatory to AFSSOSA Ikeja Bank Account(s) (or the Treasurer plus an A Signatory).
- f. Prepare and disseminate information on financial matters on social media platforms in accordance with the Constitutions guideline/document.



- g. Perform any additional duties as may be assigned to him/her by the Congress, the NEC/NAC, and/or the President of AFSSOSA Ikeja.
- h. To keep an updated electronic record of all financial members of AFSSOSA and match that against the records of members held by the General Secretary.

THE TREASURER

6.12 The Treasurer of AFSSOSA Ikeja shall:

- a. Be responsible for keeping proper records of all monies collected, financial contributions of any form, and disbursement of monies.
- b. Be the custodian of all documents and records of financial transactions of AFSSOSA Ikeja and render such documents on request.
- c. In liaison with the Financial Secretary, present a written financial statement of AFSSOSA Ikeja (on request and annually) to the NEC/NAC meetings and/or Congress.
- d. Keep a reasonable imprest system, which shall be determined by the NEC.
- e. Prepare bank cheques for donations and/or withdrawal from the AFSSOSA Ikeja accounts and present them for the President/Vice President and Financial Secretary signatures.
- f. Be a counter-signatory to AFSSOSA Ikeja Bank Account(s) (or the Financial Secretary plus an A signatory).
- g. Perform any additional duties as may be assigned to him/her by the Congress, the NEC/NAC, and/or the President of AFSSOSA Ikeja.

THE PUBLIC RELATIONS OFFICER

6.13 The Public Relations Officer (PRO) of AFSSOSA Ikeja shall:

- a. Be the official spokesperson of AFSSOSA Ikeja.
- b. Be responsible for all inward/outward communications, with members and external bodies of AFSSOSA Ikeja, in consultation with the President.
- c. Publicise all activities of AFSSOSA Ikeja as laid down and/or directed.
- d. Be responsible for publicity formats, templates, designs and branding.
- e. Prepare and disseminate information on social media platforms in accordance with the Constitutions guideline document.
- f. Perform any additional duties as may be assigned to him/her by the Congress, the NEC/NAC, and/or the President of AFSSOSA Ikeja.
- g. Where available, and in liaison with the General Secretary and relevant Information Technology specialists/company, maintain and update the AFSSOSA Ikeja website.

THE SOCIAL/ENTERTAINMENT SECRETARY

6.14 The Social/Entertainment Secretary of AFSSOSA Ikeja shall:

- a. Be responsible for coordinating/organising all social events organised by AFSSOSA Ikeja.



- b. Be responsible for coordinating/organising all events and engagements to be attended by AFSSOSA Ikeja.
- c. In liaison with the PRO, continuously update members on news and social activities through the AFSSOSA Ikeja's social platform and website.
- d. Perform any additional duties as may be assigned to him/her by the Congress, the NEC/NAC, and/or the President of AFSSOSA Ikeja.

THE WHIP

6.15 The Whip of AFSSOSA Ikeja shall:

- a. Take charge of the overall discipline of every member of the Association during meetings and other functions.
- b. Keep records of attendance to meetings.
- c. Enforce payments of penalties by defaulting members as stipulated in the constitution and ensure that an accurate record is kept of defaulting members and the collection of fines.

THE ASSISTANT WHIP

6.16 The Assistant Whip of AFSSOSA Ikeja shall:

- a. Be responsible to the Whip and shall assist the Whip in the performance of his/her duties.
- b. Perform all duties of the Whip under this Constitution in the event of death, resignation or removal from Office of the Whip, any other reason or the inability of the Whip to perform his/her responsibilities, until such time that a bye-election is conducted to fill the vacancy.
- c. Perform any additional duties as may be assigned to him/her by the Congress, the NEC/NAC, the President and/or the General Secretary.

RESPONSIBILITIES OF OTHER OFFICERS

These persons are not elected but selected by the NEC/NAC.

THE LEGAL ADVISER

6.17 The Legal Adviser to AFSSOSA Ikeja shall:

- a. Advise on and handle all legal matters for and on behalf of AFSSOSA Ikeja.
- b. Without being biased, interpret the AFSSOSA Ikeja Constitution and any other legal documents binding on AFSSOSA Ikeja and its members.
- c. Be a member of any Constitution Review Team of AFSSOSA Ikeja.
- d. Support the Association by ensuring ongoing legal compliance in order to meet responsibilities under Companies and Allied Matters Act (CAMA).
- e. Scrutinise all legal contracts being entered into by AFSSOSA Ikeja.
- f. Perform any additional duties as may be assigned to him/her by the Congress, the NEC/NAC, and/or the President of AFSSOSA Ikeja.



EX-OFFICIO

6.18 There shall be two (2) Ex-officio members of AFSSOSA Ikeja elected into the NEC and four (4) for the NAC. They shall be appointed by the Congress at a Congress Meeting. The appointment of Ex-officio shall be open to ONLY past Presidents, Vice Presidents and General Secretaries of AFSSOSA Ikeja, NEC/NAC and/or Branch Presidents. In the event that, there are no Presidents, Vice Presidents and General Secretaries to be elected, such Ex-officio shall be open to any past members of the National Executive Committee/Council. Where any member of the NEC without a vice/assistant resigns or is removed from office or dies, an ex-officio from the NEC can be called upon to take up such appointment pending when a bye-election is conducted during a general election.

THE AUDITOR(S)

6.19 The Auditor(s) to AFSSOSA Ikeja shall:

- a. Prepare and implement an Audit Plan and Programme for AFSSOSA Ikeja.
- b. Keep and review AFSSOSA Ikeja working paper file (Permanent and Current).
- c. Examine the veracity and/or validity of any transaction to be entered into by AFSSOSA Ikeja.
- d. Examine the books of accounts of AFSSOSA Ikeja twice a year; March and September or as may be directed by the AFSSOSA Congress, NEC/NAC and/or by the President of AFSSOSA Ikeja.
- e. Proffer professional advice on the accounts of AFSSOSA Ikeja, as to whether it reflects a true state of the affairs of AFSSOSA Ikeja.
- f. Perform all other duties as may be assigned by the Congress, NEC/NAC and/or the President of AFSSOSA Ikeja.

SECRETARIAT ADMINISTRATOR

6.20 There shall be a Secretariat Administrator solely employed by AFSSOSA Ikeja, to run the daily affairs of the AFSSOSA Ikeja National Secretariat. The Secretariat Administrator (SA) shall:

- a. Be a member of AFSSOSA Ikeja.
- b. Be responsible to the General Secretary.
- c. Assist the General Secretary in overseeing the day-to-day affairs of the Secretariat.
- d. Receive payments (cheques, cash and electronically, if available) of dues, donations and purchases, and issue receipts/acknowledgements where applicable, on behalf of the Alumni.
- e. Make payments into AFSSOSA Ikeja account, of cheques and cash received at the close of work daily.
- f. Produce a weekly report of activities in the AFSSOSA Ikeja Secretariat for the General Secretary.



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- g. Produce reports on a need basis of monies received and paid into AFSSOSA Ikeja account to the Financial Secretary and General Secretary.
 - h. Liaise between AFSSOSA Ikeja and the AFSS Ikeja authorities.
 - i. Perform all other duties as may be assigned to him/her by the General Secretary, the President of AFSSOSA Ikeja and/or the Congress.



ARTICLE 7 - NATIONAL ADVISORY COUNCIL

- 7.0 There shall be a National Advisory Council (NAC) of AFSSOSA Ikeja. The NAC shall consist of persons nominated from the listings below:
- a. All elected officers of the National Executive Committee.
 - b. All Governors of each State Chapter (if any).
 - c. All Governors of each Chapter in diaspora (if any).
 - d. All Chairpersons of each AFSSOSA Ikeja Set (if any).
 - e. One External Auditor.
 - f. One Legal Adviser.
 - g. Observer members (if any).
 - h. All NEC Ex-Officio members.

FUNCTIONS OF THE NATIONAL ADVISORY COUNCIL

- 7.1 The NAC shall, in line with the objectives of AFSSOSA Ikeja, additionally, carry out the following functions:
- a. Coordinate the global affairs of members of AFSSOSA Ikeja.
 - b. Ratify Annual Programmes of activities for AFSSOSA Ikeja as produced by an appointed committee.
 - c. Any other functions that may promote peace and unity, fellowship and comradeship among all members of AFSSOSA Ikeja.
 - d. Shall make suggestions or nominate persons in acting capacity to fill a vacant office in the NEC. Permanent appointment shall be subject to the Congress' confirmation of such appointment.
- 7.2 In the event of a Joint Session/Meetings involving NEC/NAC, the appointments and powers of NEC shall supersede, for ease of coordination. The schedules of AFSSOSA Ikeja NEC shall apply to the NAC.
- 7.3 The NAC shall, therefore, be overseen by the following officers, who shall be same as the NEC Officers (except the Ex-Officio which shall increase by 2 members):
- a. The President.
 - b. The Vice President.
 - c. The General Secretary.
 - d. The Assistant General Secretary.
 - e. The Financial Secretary.
 - f. The Treasurer.
 - g. The Public Relations Officer.
 - h. The Social/Entertainment Secretary.
 - i. The Legal Adviser.
 - j. The External Auditor(s).
 - k. Four (4) Ex-Officio Members.



ARTICLE 8 - CHAPTERS AND SETS GROUPS

8.0 There shall be a body of AFSSOSA Ikeja members who shall be in diaspora or located in different states of the country, outside the Secretariat location, herein referred to as Chapters. The Chapters shall refer to either Country, Region and/or State members, and their governance and constitution shall be derived from the Nation Supreme Constitution.

CHAPTERS

- 8.1 Provided there are at least 5 members living in a recognized geographical entity (country, state, town etc), such members shall have the rights to hold only meetings and organised activities. They shall, however, not be recognized as a fully established Chapter of AFSSOSA Ikeja.
- 8.2 Notwithstanding Article 8.1, any country or state with a minimum of ten (10) resident members shall have the right to constitute themselves into a fully recognized Chapter, as an offshoot of AFSSOSA Ikeja, and shall enjoy all necessary rights and recognition.
- 8.3 When a Chapter has been formed/recognised, the Executives to the said Chapter shall formally notify the NEC and/or NAC.
- 8.4 Each state in Nigeria with the required number of members is to be recognised as a Chapter and shall operate independently from the NEC.
- 8.5 Recognised chapters shall have the right to appoint Executives to run the affairs of the Chapters; Governor, Deputy Governor, Secretary, Assistant Secretary, Financial Secretary, Treasurer, Entertainment, Socials and Public Relations Officer, as well as Ex-Officio members and a welfare officer (if necessary). Any other appointment(s) deemed necessary by the Chapter could be introduced. It should also be noted that at the national level the term to be used for the presiding officer is President, at Chapter level is Governor and Set level is Chairperson.
- 8.6 Irrespective of laws and regulations guiding any country and state chapters, activities and bye laws of any of such chapters shall conform to this Constitution. In the case of a conflict of interest, the Constitution of AFSSOSA shall take precedence.
- 8.7 Notwithstanding any dues or any such financial obligations of members of any chapter, registration and annual dues of AFSSOSA Ikeja shall be paid by each member of the Chapter.
- 8.8 All Chapters shall accommodate available class/set group as required.



CLASS/SET GROUPS

- 8.9 There shall be a body of AFSS Ikeja members who must have graduated from school in the same year. They shall be known as Class/Set.
- 8.10 Recognised Class/Set Groups shall have the right to appoint Executives to run the affairs of the Set; Chairperson, Vice Chairperson, Secretary, Assistant Secretary, Financial Secretary, Treasurer, Public Relations Officer, Welfare Officer and Social/Entertainment Secretary among others the set may wish to introduce.
- 8.11 Irrespective of laws and regulations guiding sets, activities and bye laws of any class/set group shall conform to this Constitution.
- 8.12 Sets and Chapters shall be expected to send their quarterly updates to the NEC as required.
- 8.13 Notwithstanding any dues or any such financial obligations of members of any Chapter and/or Class or Set group, registration and annual dues of AFSSOSA Ikeja shall be paid by each member.

RESPONSIBILITIES OF OFFICERS OF THE CHAPTERS AND CLASS GROUPS

- 8.14 The responsibility of the officers elected at the Chapter/Sets shall be similar to that of the NEC. The following shall however be the functions of the executives of all AFSSOSA Ikeja Chapters and Class/Set Groups:

GOVERNOR/CHAIRPERSON

- 8.15 The Governor/Chairperson of each AFSSOSA Ikeja Chapter and/or Class/Set Group shall:
- Perform the duties in his capacity as the Governor/Chairperson and shall preside at all Chapter/Set meetings except if unavailable.
 - Lead the members and strive to achieve goals and objectives of AFSSOSA Ikeja.
 - Present a written report on the state of affairs and prospect of the AFSSOSA Ikeja chapter of the Country, State and/or Class/Set as required.
 - Perform duties similar to the NEC President at the Chapter/Set level, as highlighted at Article 6.7 (a-i).

DEPUTY GOVERNOR/VICE CHAIRPERSON

- 8.16 The Deputy Governor/Vice Chairperson of each AFSSOSA Ikeja Chapter and/or Class Group shall:
- Assist the Governor/Chairperson in the discharge of his/her duties.



- b. Assume leadership and full responsibility of the Chapter/Set in the absence of the Governor/Chairperson.
- c. Perform any other duty duly assigned by the Governor/Chairperson and/or the House.
- d. Perform duties similar to the NEC Vice President at the Chapter/Set level, as highlighted at Article 6.8 (a-d).

SECRETARY

8.17 The Secretary of each AFSSOSA Ikeja Chapter and/or Class Group shall:

- a. Oversee the AFSSOSA Chapter/Set secretariat's daily activities, attend to members and/or any other problems as it relates to AFSSOSA, if need be.
- b. Summon meeting of Chapter/Set members as directed by the Governor/Chairperson.
- c. Prepare agenda for all meetings and secure suitable venues.
- d. Compile all reports excluding financial reports.
- e. Communicate to all members a notice of meeting at least one (2) month before the date and equally do reminders a month to the date.
- f. Liaise and give updates to the AFSSOSA Ikeja General Secretary on behalf of the Chapter/Set, as directed by the Governor/Chairperson.
- g. Perform any other duty duly assigned by the President/Governor/Chairperson and/or House.

ASSISTANT SECRETARY

8.18 The Assistant Secretary of each AFSSOSA Ikeja Chapter and/or Class Group shall:

- a. Assist the Secretary in the discharge of his/her duties.
- b. Assist the Secretary in taking minutes of the meeting.
- c. Perform any other duty duly assigned by the Governor/Chairperson and/or Secretary.

FINANCIAL SECRETARY

8.19 The Financial Secretary of each AFSSOSA Ikeja Chapter and/or Class Group shall:

- a. Be the principal financial officer responsible for keeping and preparing financial reports of the Chapter/Set.
- b. Be one of the signatories to the Bank account.
- c. Perform any other duty duly assigned by the Governor/Chairperson and/or House.

TREASURER

8.20 The Treasurer of each AFSSOSA Ikeja Chapter and/or Class Group shall:

- a. Records daily financial transactions of the Chapter/Set.
- b. Be the custodian of the books of account and financial books of the Chapter/Set.



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- c. Liaise with the bank on behalf of the Chapter/Set.
 - d. Perform any other duty duly assigned by the Governor/Chairperson and/or House.

PUBLIC RELATIONS OFFICER

8.21 The Public Relations Officer of each AFSSOSA Ikeja Chapter and/or Class Group shall:

- a. Be responsible for projecting the image of the Chapter /Set.
- b. Publicise all activities of the Chapter/Set.
- c. Perform any other duty duly assigned by the Governor/Chairperson and/or House.

WELFARE OFFICER

8.22 There shall be a Welfare Officer for each AFSSOSA Ikeja Chapter and/or Class Group who shall:

- a. Monitor the welfare and interest of members of the Chapter/Set.
- b. Bring to the notice of the Chapter/Set or the Executive Committee any matter concerning the welfare of any member with a view to protecting and preserving their rights, privileges and welfare.
- c. Be responsible for managing the programme of assistance for incapacitated members of AFSSOSA Ikeja.
- d. Perform all other duties as may be assigned to him by the Governor/Chairperson and/or House.

SOCIAL/ENTERTAINMENT SECRETARY

8.23 There shall be a Social/Entertainment Secretary for each AFSSOSA Ikeja Chapter and/or Class Group who shall:

- a. Be responsible to plan events and engagements for the Chapter/Set.
- b. Perform all other duties as may be assigned to him by the Governor/Chairperson and/or House.



ARTICLE 9 - TENURE OF OFFICE

- 9.0 The following shall be adhered to, by all AFSSOSA Ikeja members elected into any NEC office.
- 9.1 All officers of the NEC/NAC/Chapter/Set Executives shall hold office for a continuous period of not more than two (2) years, indicating one term.
- 9.2 Any officer of the NEC/NAC/Chapter/Set Executives may, however, be eligible for re-election for another term of two (2) years in the same office.
- 9.3 Any officer re-elected into the same office, for another term (2 years), shall not exceed 2 terms in such office.
- 9.4 No NEC officer shall hold more than one office at a time.
- 9.5 No officer of the AFSSOSA Ikeja NEC shall exceed six (6) months in acting capacity. Such an acting appointment may be selected in any of the NEC/NAC meetings and ratified/confirmed by a bye-election during the Congress.
- 9.6 The tenure of any officer elected/appointed by NEC/NAC and confirmed by the Congress in a bye-election, in the event of death, resignation or removal from office of any member of the NEC/NAC, shall terminate by the next AFSSOSA Ikeja election year (Irrespective of when confirmed by the Congress).



ARTICLE 10 - REMOVAL FROM OFFICE AND RESIGNATION

REMOVAL FROM OFFICE

- 10.0 Any two (2) ordinary members of the AFSSOSA Ikeja Congress, up-to-date in their financial obligations, may/can initiate/call for the impeachment or Vote of No Confidence or resignation of any member of NEC/NAC/Chapter/Set Executives or committees, found to have put the interest of AFSSOSA Ikeja in jeopardy or having blatant disregard for laws and regulations guiding AFSSOSA Ikeja. Such a call for an impeachment must be backed up with a written request to the NEC or appropriate body, stating clearly the reason(s) for such removal, and must be attached with relevant evidence.
- 10.1 If there is a request to remove any of the existing NAC members from office and the request follows due process as laid out in the Constitution, such an officer should initially be suspended from the office as the first step, whilst investigations are being carried out. Until it has been proven beyond reasonable doubt that the officer in question has committed such an offence that warrants his/her removal, then the suspension is lifted and the officer is dismissed from being a member of NAC. Part of the punishment should also include not being eligible to hold a NAC office anymore. If the case is otherwise, then the affected officer formally resumes his/her role from suspension.
- 10.2 Resignation, vacation, impeachment or removal from office may be, but not limited to, the following:
- Fraud.
 - Mismanagement of funds.
 - Incapacitation.
 - Negligence of duty.
 - Any other act likely to bring AFSSOSA Ikeja into disrepute.
- 10.3 Any officer of the NEC/NAC/Chapter/Set Executives may, at any time be removed from the Council or be called upon to resign his/her appointment on any of the grounds referred to in Article 10.1 (a-e).
- 10.4 An officer of the NEC of AFSSOSA Ikeja may, however, be removed from office by a two-third majority vote of members present during the Congress.
- 10.5 The NEC/NAC and/or Congress may, based on credible evidence or suspicion of any allegation, sanction any officer of the NEC, until a time that such an officer concerned has been conclusively investigated, by the Disciplinary Committee.



RESIGNATION FROM OFFICE

- 10.6 Any member of NEC/NAC/Chapter/Set Executives and/or Committee shall be at liberty to resign from any elected/selected office having tendered his/her resignation letter.
- 10.7 Letters of resignation shall follow due process of tendering and being accepted by the President AFSSOSA Ikeja, NEC/NAC and/or approved by the Congress, in the case of the President of AFSSOSA Ikeja.
- 10.8 Handing and Taking over shall be carried out in line with Article 12.18.



ARTICLE 11 - CONGRESS/MEETINGS

GENERAL MEETING/CONGRESS

- 11.0 There shall be an Annual General Meeting of all members of AFSSOSA Ikeja, (herein referred to as '**Congress**'). The Congress shall be the annual conglomeration of the entire old students of AFSS Ikeja.
- 11.1 The Congress shall be the supreme body of AFSSOSA Ikeja.
- 11.2 The Congress shall hold at least once a year at a location, date and time, to be decided by the NEC/NAC and/or the Congress.
- 11.3 All AFSSOSA Ikeja members are expected to attend the Congress physically or virtually.
- 11.4 Decision to hold and arrange for the next Congressional seating (Date and location) shall be taken at the end of every Congress meeting.
- 11.5 The General Secretary shall communicate Notice of the Congress meetings to all AFSSOSA Ikeja members 60 days before the AGM, through Text Messaging and/or any available means of communication. A reminder in 30 days.
- 11.6 If at any meeting it is decided that only financial members are to attend the meeting and this leads to difficulties in forming a quorum, then the meetings will require registration beforehand so that the list of registered participants will be checked against the current list of financial members.
- 11.7 The NAC meetings should be held twice a year, whilst the Congress meetings can be held once a year.

EMERGENCY MEETINGS

- 11.8 The President of AFSSOSA Ikeja as well as Governors/Chairperson of Chapter and Set, in consultation with other members of NEC/NAC, may summon an emergency executive and/or Congress meeting, when necessary and/or as the need arises.

QUORUM

- 11.9 For every Congress of AFSSOSA Ikeja, a quorum shall be deemed to have been formed when 20 financial members of AFSSOSA Ikeja are present, except in matters of extreme emergency of which a quorum shall be deemed to have formed with ten (10) financial members of AFSSOSA Ikeja. For any meeting of the Chapters and Set Groups, any 5 members shall form a quorum. Should any matter involve life and



death, the President shall move forward with decisions that need to be made with or without forming a quorum.)

NATIONAL EXECUTIVE COMMITTEE MEETING

11.10 The NEC of AFSSOSA Ikeja shall meet at least quarterly at a location to be decided by members. If a face-to-face meeting is not possible for all, available and reliable technology must be deployed, to allow for video or telephone conference.

11.11 Notice of the NEC meeting shall be communicated to all members 30 days prior to the meeting, through Text Messaging and/or any available means of communication.

11.12 Decision to hold and arrange for the next NEC meeting (date and venue) shall be taken at the end of the NEC meeting.

NATIONAL ADVISORY COUNCIL

11.13 The NAC of AFSSOSA Ikeja shall meet at least once a year before the Annual Congress at a location to be decided by members or virtually.

11.14 Notice of the NAC meeting shall be communicated to all members 30 days prior to the meeting, through TEXT Messaging and/or any available social media platform as well as any means of communication.

11.15 Decision to hold and arrange for the next NAC meeting (Date and venue) shall be taken at the end of the NAC meeting.

CHAPTER/SET MEETINGS

11.16 All Chapters/Sets of AFSSOSA Ikeja are at liberty to meet when necessary or as the occasion demands. Whenever a chapter/set meeting of AFSSOSA Ikeja clashes with the Congress of AFSSOSA Ikeja, the latter shall have precedence.

FUNCTIONS OF THE CONGRESS

11.17 The functions of the Congress shall be, but not limited to the following:

- a. Consider and ratify all outstanding decisions, recommendations and actions of the NEC/NAC.
- b. Receive and consider the annual report of AFSSOSA Ikeja.
- c. Receive and consider the annual financial reports from the Financial Secretary and Treasurer, and endorse/ratify such reports.
- d. Elect NEC/Committee (standing and ad-hoc) officers/members, as the case may be.
- e. Select/Appoint Trustees, Patrons and External Auditors through voting.
- f. Discuss outstanding matters or projects affecting AFSSOSA Ikeja.



g. Any other business may be decided by the NEC/NAC and/or Congress.



ARTICLE 12 - ELECTIONS/VOTINGS

- 12.0 The following shall be official guidelines for the elections and voting procedures of AFSSOSA Ikeja.
- 12.1 The rules and regulations guiding the conduct of all AFSSOSA Ikeja elections shall be determined by this Constitution, AFSSOSA guidelines and any other legal document as deemed necessary by the NEC/NAC, and/or the Congress.
- 12.2 During an election year (every 2 years) for new NEC members, the NEC shall stand dissolved after the adoption of the reports from the AFSSOSA Ikeja President, Treasurer/Financial Secretary and Auditors.
- 12.3 During the transitory phase between the outgoing and incoming ExcOs, Ex-Officio members shall manage the affairs of AFSSOSA Ikeja until a new Exco has been elected. Once the NEC is dissolved the Ex-Officio members shall manage the affairs of AFSSOSA Ikeja pending the formal inauguration of the new Exco.
- 12.4 An Electoral Committee shall be set up 90 days before the election day to plan the election.
- 12.5 A Returning Officer shall be appointed by Congress in order to ensure a higher sense of neutrality/objectivity of the electoral process.
- 12.6 Voting/Election during a Congress or meeting shall be by show of hands except in the case of election of the National Executives, Honorary and/or Nominal members of AFSSOSA Ikeja, which shall be by secret ballot. The Congress shall also consider the adoption of virtual meetings and at such meetings can share electronic voting forms.
- 12.7 Online/Electronic voting by members shall be provided for during elections (subject to the decisions of the Electoral Committee).
- 12.8 The NEC Officers of AFSSOSA Ikeja shall be elected by majority vote of members present during a Congress meeting. With regards to the role of the President, to determine a clear winner during elections $\frac{2}{3}$ majority should be the basis of determining the winner.
- 12.9 Any AFSSOSA Ikeja member interested in any of the NEC appointments shall so indicate his/her interest within the stipulated time to be determined by the Electoral Committee in the electoral guidelines. Such interested members/individuals shall solicit for members' votes. Interested members shall be financial members.



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- 12.10 Only ordinary members shall have voting rights in an election. Voting by Proxy shall not be allowed. Voting rights for other types of members shall be specified when required.
- 12.11 Voting by delegate shall not be entertained, except when specified by the decision-making body.
- 12.12 Every member of AFSSOSA Ikeja shall be entitled to ONLY one vote at any meeting.
- 12.13 All component bodies shall be given notice of the results of the National elections, with the names of the in-coming officers elect of the NEC, within seven (7) days after the election.
- 12.14 In the event of a vacancy being created in the NEC/Chapter/Set Executives, other than those having a vice or assistant, a member of the Ex-officio shall be invited to fill such office/appointment, until a bye-election is conducted in the next Congress meeting to fill such appointment.
- 12.15 Every member of AFSSOSA Ikeja shall have the right to vote and be voted for, into any office or post of AFSSOSA Ikeja, considering that Article 12.8 is met.
- 12.16 Members of AFSSOSA Ikeja aspiring to be elected as legal advisers or financial secretary/treasurer and/or auditors must have relevant skills to perform such tasks, and may be practising.
- 12.17 Notwithstanding clause (12.6 & 12.11) of this article, any member who has been convicted of any criminal act by a competent court of jurisdiction and/or found guilty of any offence, by any court in Nigeria or any other country, shall be disqualified and placed under probation for a period of 5 years.
- 12.18 Any member so disqualified to hold office by any provision of this constitution shall not qualify to hold office in any component body until after the probationary period of five (5) years elapses.
- 12.19 Any member of AFSSOSA Ikeja shall have the liberty to take up any EXCO appointments with any of his/her set; graduation set or entry set. This shall apply to members that did not pass out with their original entry set.
- 12.20 Any member of AFSSOSA Ikeja shall be allowed to hold appointments with either the NEC, Chapter and/or Sets, as long as such does not conflict with each other.



12.21 In the event of a clash in 12.19, the appointment of NEC will take precedence, followed by the Chapter and then the Sets, in this order.

12.22 Handing and Taking over between outgoing and incoming executives of AFSSOSA Ikeja shall be completed within seven (7) days from the day of election or resignation, either electronically or physically depending on location and/or suitability.

12.23 Only up to date financial members shall be eligible for elections.

12.24 The Electoral Committee shall follow through on the electoral process based on the timelines stated thus: initiate the electoral process in June, end the electoral process by August, new Exco takes over in September and prepares for the first Congress Meeting in November/December of the election year. Thus, the Ex-Officio members take over the responsibilities of managing the affairs of the NEC between June and August until the new Exco takes over.



ARTICLE 13 - COMMITTEES

13.0 The Congress shall have powers to set up special committees (standing and/or ad-hoc) for AFSSOSA Ikeja to perform duties and/or functions as deemed necessary by the Congress. Any committee set up by the Congress shall have tenures that align with the tenure of NAC, which is presently two (2) years.

STANDING COMMITTEES

13.1 There shall be Four (4) Standing committees; Electoral, Disciplinary, Welfare, and Development committees.

ELECTORAL COMMITTEE

13.2 There shall be a standing Electoral Committee for AFSSOSA Ikeja, which will be responsible for the conduct of elections into offices of the NEC/NAC or any other Congress elections.

13.3 The members of the Electoral Committee shall be duly selected by the general house, three (3) months prior to the general election and be ratified by the NEC and Congress, to oversee the electoral process.

13.4 The Electoral Committee shall consist of a minimum of five (5) and maximum of Ten (10) members, to be headed by a Returning Officer, so selected/ratified by members of the Congress.

13.5 No member of AFSSOSA Ikeja contesting for any office shall be a member of the Electoral Committee.

13.6 The affairs of the electoral committee shall be free from interference, except when possibly in need of advice or guidance from NEC/NAC.

DISCIPLINARY COMMITTEE

13.7 There shall be a standing Disciplinary Committee for AFSSOSA Ikeja tasked with the responsibility of enforcing rules and regulations in the AFSSOSA Ikeja Constitution and/or any other legal documents.

13.8 The Committee shall be so created for the purpose of ensuring adherence to rules and regulation of AFSSOSA Ikeja.

13.9 The Committee shall consist of five (5) members, including the Legal Adviser of AFSSOSA Ikeja.



13.10 The recommendations/decisions of the Committee shall be subject to the approval of the NEC/NAC and/or the Congress. The NEC/NAC shall, however, reserve the powers to approve and/or sanction any member of AFSSOSAA Ikeja, accordingly.

WELFARE COMMITTEE

13.11 There shall be a standing Welfare Committee of AFSSOSA Ikeja tasked with the responsibility of monitoring the welfare and interest of members of AFSSOSA Ikeja.

13.12 The Committee shall bring to the notice of AFSSOSA Ikeja or the NEC, any issue concerning the welfare of any member or AFSSOSA Ikeja, in general, with a view to finding possible solutions to such problems.

13.13 The Committee shall be responsible for managing the programme of assistance for all members of AFSSOSA Ikeja.

13.14 The Committee shall be responsible for soliciting for assistance for and on behalf of AFSSOSA Ikeja and/or its members.

13.15 The Committee shall consist of a maximum of ten (10) members, which will include either the Financial Secretary or Treasurer, at any particular point in time.

13.16 Subject to the members elected, there shall be six (6) physical and four (4) virtual welfare members.

13.17 The Committee shall perform all other duties as may be assigned to them by the Congress, NEC/NAC and /or the AFSSOSA Ikeja President.

13.18 Needs from Chapter/Sets are to be routed to the Welfare Committee who in turn presents it to the NEC.

DEVELOPMENT COMMITTEE

13.19 There shall be a Development Committee created and tasked with the responsibility of planning, executing and monitoring developments and projects being handled by AFSSOSA Ikeja.

13.20 The Committee shall source for and prioritise projects to be handled/carried out by AFSSOSA Ikeja.

13.21 The Committee shall ensure the complete execution of all projects or developments embarked upon by AFSSOSA Ikeja.

13.22 The Committee shall consist of seven (7) AFSSOSA Ikeja members.



13.23 The Committee shall perform all other duties as may be assigned to them by the Congress, NEC/NAC and/or the AFSSOSA Ikeja President.

AD-HOC COMMITTEES

13.24 The NEC/NAC and/or Congress shall have the powers to create ad-hoc committees for the efficient running of AFSSOSA Ikeja.

13.25 Such ad-hoc committee may/may not involve the expertise of an external body and/or institution.

TENURE OF COMMITTEE MEMBERS

13.26 The tenure for a standing committee shall be two (2) years.

13.27 The tenure for an ad-hoc committee shall terminate on completion of their task except otherwise specified by the NEC and/or Congress.



ARTICLE 14 - DISCIPLINE

- 14.0 All members of AFSSOSA Ikeja are subject to civil laws as provided in the Constitutions of the Federal Republic of Nigerian and any other country they reside, the Constitution of AFSSOSA Ikeja and any other laws, as stipulated.
- 14.1 All members are expected to conduct themselves appropriately in order to promote the goodwill of AFSSOSA Ikeja.
- 14.2 Any member found liable by the Disciplinary Committee of AFSSOSA Ikeja, to have breached any of such laws and regulations, shall be sanctioned or fined accordingly, subject to the appropriate provisions of the constitutions and/or any other legal documents.
- 14.3 Sanctions and/or fines shall be awarded to any member of AFSSOSA Ikeja found to have:
- a. Breached any part of the provision of the earlier mentioned constitutions and/or legal documents.
 - b. Disobeyed or been negligent in carrying out lawful directives of AFSSOSA Ikeja or of the officers of AFSSOSA Ikeja.
 - c. Intentionally sabotages efforts of AFSSOSA Ikeja, in achieving its lawful goals and objectives.
 - d. Failed to perform the duties of his/her office or as assigned to him/her by any member of the NEC/NAC or the Congress.
 - e. Failed to attend the AFSSOSA Ikeja Congress for more than three consecutive times without providing good causes.
 - f. Committed and/or participated in crimes committed within the society, if and when reported to AFSSOSA Ikeja.



ARTICLE 15 - WELFARE

- 15.0 All members of AFSSOSA Ikeja shall on the consent and approval (ratification) of the Congress and/or NEC/NAC be entitled to privileged welfare. Such welfare packages will be, but not limited to, the following:
- a. **Child birth/Naming Ceremony Grants:** Such grants will be given to members of AFSSOSA Ikeja who have just given birth. Amount to be given to be stipulated by NEC/NAC and/or Congress.
 - b. **Burial Grants:** Such grants will be given to members of AFSSOSA Ikeja upon the death of any member of the immediate family. Amount to be given to be stipulated by NEC/NAC and/or Congress.
 - c. **Medical Grants:** Such grants shall be given to members of AFSSOSA Ikeja in the event of the need for funds, to attend to serious and/or life threatening medical ailments. Amount to be given to be stipulated by the Welfare Committee and NEC/NAC.
 - d. **Stabilisation Grants/Loan:** Such grants/loans shall be given to any member to help the very less privileged in AFSSOSA Ikeja. This might help set up a business(es) to sustain himself/herself, and the family. Formalities and amount to be given on the loan will be stipulated by the Welfare Committee and approved by NEC/NAC and/or ratified by Congress.
 - e. **Educational Grant/Trust Fund:** Such grants shall be given or open to members of AFSSOSA Ikeja who may be widowers/widows, in the event of need, to help train their children through primary education. Amount to be given to be stipulated and pegged (irrespective of either primary, secondary or within Nigeria or abroad) by NEC/NAC and/or Congress, until any review.
 - f. **Group Life Insurance:** AFSSOSA Ikeja shall establish a Group Life Insurance scheme, which shall be open to all members of AFSSOSA, as a means of catering to the welfare and financial needs of the families of members who have passed on. The details of the scheme and members' contributions shall be determined by the Welfare Committee in conjunction with external service provider(s) and decisions ratified by the NEC/NAC and/or Congress.
- 15.1 Money disbursed/spent under the welfare scheme shall be from individual/chapters/set donations and grants, and/or from the financial purse of AFSSOSA Ikeja. Individuals/chapters/sets shall however be at liberty to do such donations and grants.
- 15.2 Only financial members shall be privileged to welfare grants/loans.
- 15.3 Donations from individuals/chapters/sets may be optional.



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- 15.4 In the absence of funds or paucity of funds in the AFSSOSA Ikeja accounts, such grants/loans shall be passed to the Congress for voluntary donations.
- 15.5 Grants/loans to members of AFSSOSA Ikeja is, however, not mandatory, and is subject to approval by the Congress.

GRANTS/DONATIONS

- 15.6 All Chapters/sets shall inform the NEC of their intent to carry out any donation and/or grant towards AFSS Ikeja, and/or any other organisation, for adequate coordination/liaison.



ARTICLE 16 - FINANCE

- 16.0 The Sources of funding of AFSSOSA Ikeja shall be:
- a. Annual Dues.
 - b. Registration Fees (paid by members).
 - c. Donations and Grants from members, lawful and credible individuals and bodies.
 - d. Fund Raising.
 - e. Investments (if any).
 - f. Fines.
 - g. Any other lawful source of income.
- 16.1 Each member of AFSSOSA Ikeja shall be expected to pay a one-time registration fee and an annual due, into its account.
- 16.2 All registered AFSSOSA Ikeja members shall be expected to pay annual dues at the prevailing rate.
- 16.3 All dues paying members shall be considered as financial members of AFSSOSA Ikeja and non-dues paying members shall be termed as non-financial members.
- 16.4 Any member of AFSSOSA Ikeja is at liberty to make donations, in cash or kind to AFSSOSA Ikeja, and/or AFSS Ikeja or any other organisation, in line with Article 5.7.
- 16.5 All funds shall be paid into the Bank Account of AFSSOSA Ikeja.
- 16.6 AFSSOSA Ikeja shall operate either a current or savings accounts, and/or as deemed necessary by the Congress and/or NEC/NAC.
- 16.7 The signatories to the AFSSOSA Ikeja accounts shall remain:
- a. The President or Vice President (Category 'A' Signatory).
 - b. Treasurer or Financial Secretary (Category 'B' Signatory).
- 16.8 Expenditure/withdrawal of large sums of money above N50,000.00, from the AFSSOSA Ikeja accounts, shall be with the prior knowledge of the NEC and/or Congress (if necessary and/or needing ratification).
- 16.9 The Financial year for AFSSOSA Ikeja shall run from April to March of every year.
- 16.10 The Secretariat Admin shall be entitled to monthly/quarterly stipends as running cost. Amount shall be determined by Congress.



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- 16.11 Subject to availability of funds, AFSSOSA Ikeja shall be at liberty to sponsor official trips of NEC members within Nigeria.
- 16.12 To avoid proliferation of AFSSOSA Bank Accounts, no chapter or set shall be allowed to open accounts in the name of AFSSOSA Ikeja.
- 16.13 Notwithstanding Article 16.11, any chapter or set that wishes to open an account may do so with their Chapter/Set names, as it applies.
- 16.14 The payment of fees/dues would be by those termed as Ordinary Members of AFSSOSA Ikeja. Other membership categories shall have the liberty of making donations by choice.



ARTICLE 17 - TRUSTEES

- 17.0 The Trustees of AFSSOSA Ikeja (for the purpose of the Companies and Allied Matters Act No1 of 1990, Part C) shall be appointed at a Congress by not less than two-third majority of members present and/or charged with the responsibility of selecting the trustees.
- 17.1 Such trustees (hereinafter referred in as "**The Trustees**") shall be five (5) in number and shall be known as the Registered Trustees of AFSSOSA Ikeja.
- 17.2 The Trustees may hold office for life but shall cease to hold office if he/she:
- a. Resigns from the Office.
 - b. Cease to be a member of the registered trustees of AFSSOSA Ikeja.
 - c. Becomes incapacitated.
 - d. Is officially declared bankrupt.
 - e. Is convicted of a criminal offence involving dishonesty by a court competent jurisdiction.
 - f. Is recommended for removal from office by a majority of the Board of Trustees and two-third majority vote of members present at any Congress Meeting of AFSSOSA Ikeja.
 - g. Ceases to reside in Nigeria.
- 17.3 Upon a vacancy occurring in the body of Trustee(s), the Congress shall appoint another eligible member of AFSSOSA Ikeja to fill such vacancy. This will be with the approval of at least two-third of the members in attendance at the meeting. The Trustee shall:
- a. Apply in a prescribed manner of the Corporate Affairs Commission for the Certificate of registration of AFSSOSA Ikeja under Companies and Allied Matters Act No1 of 1990, Part C.
 - b. If such a certificate is granted, the Trustee(s) shall have power to accept and hold in trust, all properties belonging to AFSSOSA Ikeja and to acquire properties on behalf of AFSSOSA Ikeja, to such conditions as the Commission may impose.



ARTICLE 18 - AUDITOR(S)

- 18.0 A three (3) member panel of external auditors shall be selected annually at the Congress to audit the accounts of the **AFSS Ikeja** and present its report to the members of the **Congress**.
- 18.1 External auditors shall be invited with the consensus of the Congress.
- 18.2 Auditors shall not be members of the NEC/NAC.
- 18.3 The fees payable to the external auditor(s) shall be proposed by the NEC/NAC and ratified by the Congress.



ARTICLE 19 - THE COMMON SEAL

19.0 AFSSOSA Ikeja shall have a common seal. Such a common seal shall be kept in the custody of the General Secretary who shall produce/tender it when required for use by the Trustee/Trustees and/or the NEC/NAC. All documents to be executed by the Trustee/Trustees shall be signed by them and sealed with a common seal.



ARTICLE 20 - AMENDMENTS

- 20.0 The AFSSOSA Ikeja Constitution shall be subject to amendments/review every five (5) years, or as the need arises.
- 20.1 Any proposal for the review of any part of the AFSSOSA Ikeja Constitution shall be submitted in writing to the NEC, through the General Secretary, at least ninety (90) days before the Congress meeting.
- 20.2 Any request for review of any part of the constitution shall not be honoured if less than ninety (90) days to the next Congress meeting.
- 20.3 The Congress shall require here two-third majority of the active voting members, before the Constitution shall be amended in good faith.
- 20.4 The NEC shall constitute a committee of AFSSOSA Ikeja members to review/amend the required part of the Constitution.
- 20.5 Such amendments shall be forwarded to the Registrar General Corporate Affairs Commission for approval.
- 20.6 The amendments of AFSSOSA Ikeja shall be subjected to legal scrutiny before its ratification by members of the Congress.
- 20.7 The ratification of amendments in this Constitution shall take immediate effect from the day of Ratification by the Congress.
- 20.8 Any "Financial" member can call for a review/amendment prior to the five (5) years period by following the rules as set in this section.



SPECIAL CLAUSE

1. The income and property of the **AIR FORCE SECONDARY SCHOOL OLD STUDENTS' ASSOCIATION, IKEJA** whosoever derived shall be applied solely towards the promotion of the objectives of **AIR FORCE SECONDARY SCHOOL OLD STUDENTS' ASSOCIATION, IKEJA** set forth in the RULES and REGULATIONS/CONSTITUTION, and no portion thereof shall be paid or transferred directly or indirectly, by way of dividend, bonus or otherwise howsoever by way of profit to the members of the **AIR FORCE SECONDARY SCHOOL OLD STUDENTS' ASSOCIATION, IKEJA** that nothing therein shall prevent the payment, in good faith or reasonable and proper remunerations to any officer or servant of **AIR FORCE SECONDARY SCHOOL OLD STUDENTS' ASSOCIATION, IKEJA** but so that no member of the council of management to governing bodies shall be appointed to any salaried office **AIR FORCE SECONDARY SCHOOL OLD STUDENTS' ASSOCIATION, IKEJA** paid by fees: and that no remunerations or other benefit in money or money shall be given by **AIR FORCE SECONDARY SCHOOL OLD STUDENTS' ASSOCIATION, IKEJA** to any member of such Governing Body except repayment if out of pocket expenses or reserve and proper rent of premises, or let to the society provided that the provision last offered shall not apply to any payment of any company to **AIR FORCE SECONDARY SCHOOL OLD STUDENTS' ASSOCIATION, IKEJA** be a company in which such member shall not hold more than one hundred part of the capital and such member shall not be bound to account for any share of profit he may receive in respect of any such payment.
2. No addition, alteration, or amendment shall be made to or in the **RULES AND REGULATIONS/CONSTITUTION** for the time in force, unless the same have been previously submitted to and approved by the Registrar general. In the event of a winding up or dissolution of the **AIR FORCE SECONDARY SCHOOL OLD STUDENTS' ASSOCIATION, IKEJA** there remains after the satisfaction of all its debt and liabilities any property whatsoever, the same shall not be paid to, distributed among the members of **AIR FORCE SECONDARY SCHOOL OLD STUDENTS' ASSOCIATION, IKEJA** but shall be given or transferred to some other institution or institutions, having objects similar **AIR FORCE SECONDARY SCHOOL OLD STUDENTS' ASSOCIATION, IKEJA** 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 by **AIR FORCE SECONDARY SCHOOL OLD STUDENTS' ASSOCIATION, IKEJA**. The Association under or by virtue of the Special Clause hereof such institution or institutions to be determined by the member **AIR FORCE SECONDARY SCHOOL OLD STUDENTS' ASSOCIATION, IKEJA** under or by virtue of the SPECIAL CLAUSE hereof such institution or institutions to be determined by the members of **AIR FORCE SECONDARY SCHOOL OLD STUDENTS' ASSOCIATION,**



IKEJA. Effect cannot be given to the aforesaid provision, then to some charitable object.

PRESIDENT

GENERAL SECRETARY

DATE

DATE