

THE CONSTITUTION OF ABIA STATE SENIOR SCIENCE SCHOOL ARIAM OLD
STUDENT'S ASSOCIATION



By:

Constitution Drafting Committee (CDC)

Names:

Uwaezoke Ike (2004 set)

Okoli Peace (2010 set)

Wisdom Imenka (2005 set)

Kalu Nnenna (2010 set)

Jethro Theo Paul (2011 set)

Patrick Ekwutosi N. (2008 set)

Kevin Emenike (2002 set)

Nwaka Chisom (2005 set)

Chinenye Nwakodo (2002 set)

Ndubuka Uncle (2003 set)

Paschal Alioha (2003 set)

Emeka Franklin (2008 set)

Paschal Ibe (2006 set)

Reuben Promise (2006 set)

THE CONSTITUTION OF ABIA STATE SENIOR SCIENCE SCHOOL ARIAM OLD
STUDENT'S ASSOCIATION

1. **NAME OF THE ASSOCIATION:** The name of the Association shall be **"ABIA
STATE SENIOR SCIENCE SCHOOL ARIAM OLD STUDENT'S ASSOCIATION
("ABSSSAOSA")**

2. **OBJECTIVES OF THE ASSOCIATION:** The primary objective of the Association
shall be:

- a) To sustain the interest of ABSSSA ("the College") among Old Student.
- b) To promote social interaction between her members and the College.
- c) To support the College in every possible way.
- d) To see to the welfare of members in every possible way.
- e) To be part of any charity work deemed fit by the executive committee

3. **MEMBERSHIP**

- a) Any student who enrolled at the College and completed the prescribed
certificate courses or spent at least one academic session shall be eligible for
membership of the Association.
- b) Must be registered and financially up to date to be called a member.

4. FRIEND OF THE ASSOCIATION

a) Any person, not being an Old Student of the College, who has shown sufficient interest in the affairs of the College and is adjudged to be of unimpeachable moral character, may be considered by the Executive Committee for admission ``

5. REGISTRATION PROCESS/ REQUIREMENT

a) Having satisfied section 3(a) above, a member is to register with the sum of One Thousand Naira (N1,000) only, this charge shall only be paid once, unless in a case of which the executive committee says otherwise, but must be considered in a general meeting.

b) A monthly due of N100 only, payable quarterly or annually shall be paid. This due must be completed before the yearly or annual general meeting.

c) Members whose annual subscriptions are not paid as stipulated shall not be eligible to vote or be voted for at any meeting of the Association. Only members that are up to date with their subscription shall be eligible for any benefit from the Association.

d) Registration shall be at any time or at the annual general meeting.

6. BENEFITS

There shall be benefits in the following categories for active members: a) A Life Benefit: This shall include: Marriage (weddings), Child dedications, Title collection and other ceremonies: The sum of not less than N15,000 is to be given to the member.

b(i) Death benefits: This shall include: Death of a spouse, immediate parents, children; the sum of not less than N30,000 shall be given to the member.

ii) In a case of death of a member, the sum of not less than N50,000 shall be given to the family members.

iii) A condolence visit shall be made to the family.

c) In a case of life benefits (e.g. weddings): If both spouses are members of the association, each is entitled to their individual benefits.

d) In any emergency or in case of an urgent health condition of any active member, the executive committee reserves the right to help such through a general contribution, (unless such is taken from the pulse).

7. ACCESSING BENEFITS:

a) Membership should be at least 2 years old

b) Member must be active

c) A pre-information or notice of not less than 30 days shall be given to the executive committee.

N/B: An active member is one that is duly registered and financially up to date in dues/contributions.

8. INTERVAL OF BENEFIT

A member is entitled for the next benefit at least 3 years after receiving the last one (i.e. 3 years interval), except for death of a member or as in Article 6 (d).

9. GENERATING FUNDS FOR BENEFITS

A compulsory free-will donation of not less than N500 from each member.

10a. REGISTERED TRUSTEES:

i. There shall be a corporate body to be known as the REGISTERED TRUSTEES OF ABIA STATE SENIOR SCIENCE SCHOOL ARIAM OLD STUDENT ASSOCIATION (hereinafter known as “The Trustees”) incorporated pursuant to the Companies and Allied Matters Act, Laws of Federation of Nigeria, 1990.

ii) The registered address of the Trustees shall be ABSSSA

iii) The Trustees shall have a common seal consisting of the Association Logo crest and the inscription “ABIA STATE SENIOR SCIENCE SCHOOL ARIAM OLD STUDENT ASSOCIATION”

iv) The common seal shall be kept in the custody of the Secretary to the Trustees who shall produce it when required for use by the Trustees.

v) The Trustees shall be elected at the Annual General Meeting of the Association, upon the recommendation of the Executive Committee.

vi) There shall at all times be a minimum of five Trustees provided that the number of Trustees shall not exceed a maximum of nine.

vii) Where a vacancy occurs in the membership of Trustees, such vacancy may be filled at the next General Meeting. PROVIDED THAT where the number of Trustees falls below the minimum number of five, the Executive Committee shall appoint the number of Trustees required to meet the minimum number, subject to confirmation at the next Annual General Meeting.

viii) The Trustees may hold office for life but a Trustee shall cease to hold office if he:

i) Resigns his office;

ii) Becomes insane;

iii) Is officially declared bankrupt:

iv) Is convicted of a criminal offence involving dishonesty by a court of competent jurisdiction;

v) Is recommended for removal from office by two thirds majority vote of members present at any General Meeting of the Association or

vi) Fails to attend three consecutive meetings of the Trustees without medical certificate of unfitness.

10b) The role and functions of the Trustees shall be as follows: -

i) The Trustees shall have the custody of the Certificate of Incorporation of the Association.

ii) The Trustees shall hold all real property belonging to the Association.

iii) The Trustees shall execute all title documents pertaining to real property for and on behalf of the Association.

iv) The Trustees shall act as Advisers to the Association, upon the request of the Executive Committee.

v) The Trustees shall act as Mediators in any dispute involving the Association and/or any of its members, upon the request of the Executive Committee.

vi) The Trustees shall elect one of their member as Chairman for a single term of five years only and the General Secretary of the Association shall serve as Secretary to the Trustees.

vii) The Trustees shall meet at least once in a year and three members shall be sufficient to form a quorum at any time. The Chairman shall preside at all meetings of the Trustees and in his absence any other member may be elected to preside over the meeting.

viii) Every matter shall be determined by a majority of votes of the Trustees present and voting on the question.

ix) The Trustees shall provide and keep a minute book in which shall be pasted minutes of the proceedings of meetings of the Trustees.

11. **THE SECRETARIAT:** The Secretariat shall be headed by the secretary of the Association, with the Chief Operations Officer working directly under him to undertake these tasks

a) To report to and receive directives from the Hon. General Secretary of the Association.

b) To summon, on the instructions of the President or on requisition, the Annual General Meeting, the Executive Committee Meetings, or other Meetings of the Association. PROVIDED THAT, upon a requisition, signed by not less than five members of the Executive Committee, the Chief Operations Officer shall summon a meeting of the Executive Committee and upon a requisition signed by not less than fifty members of the Association, he shall summon an Extra ordinary General Meeting of the Association.

c) To act as Secretary, record and keep minutes of all meetings of the Association.

d) To write and dispatch circulars, letters and other correspondence of the Association or the Executive Committee.

e) To keep a roll of members and an up-to-date list of officers of branches of the Association.

f) To perform all other duties as may be allotted to him by the President or Executive Committee or the Annual or Extraordinary General Meeting.

g) To be responsible for the general management of the Secretariat of the Association.

h) To be a member of each and every sub-committee of the Association, or delegate one of his assistants to deputize for him if he is otherwise engaged

i) To be in constant touch with branches of the Association so as to ensure that all members pay their annual subscription as prescribed by this Constitution and other dues or subscriptions as may be determined by the Annual General Meeting or the Executive Committee.

j) To prepare from time to time the list of members defaulting in the payment of their annual dues.

k) To circulate such lists to the Annual General Meeting and the Executive Committee.

l) To collect and promptly pay all monies to the accounts of the Association.

m) To publicize the activities of the Association.

n) To present the correct and progressive image of the Association to the public.

o) To organize the social activities of the Association.

p) To do all other things necessary for the effective administration of the Secretariat as required by the Executive Committee.

12. THE EXECUTIVE COMMITTEE

a) The affairs of the Association shall be managed by an Executive Committee which shall consist of:

i) All Officers referred to in Article Fourteen (14) of this Constitution;

ii) The Immediate Past President;

iii) The Immediate Past General Secretary

iv) All Branch Chairmen. In constituting the Executive Committee, efforts shall be made to reflect, as far as possible, the different generations of Old Student as well as the geographical spread of branches.

b) The Executive Committee shall have power to fill any vacancies which may occur during its tenure subject to confirmation at the next Annual General Meeting.

13) **SUB-COMMITTEES** There shall be the following standing sub-committees of the Association:

1) Project Committee

* The project committee shall see to the execution of any project (no matter how small or big it may be) within a stipulated time.

* They shall articulate and come up with project(s) that is practically achievable.

2) Programme organizing committee

* The programme organizing committee shall organize each events such as our annual home coming/ general meetings, they are also to choose locations of each events.

* They shall see to the invitation of dignitaries, and will work with the website/ media committee to ease the printing/ publication of necessary documents.

* They shall make sure every of our events are properly secured with armed security men; this is to safeguard the events and members/ guest lives.

3) Website/ media committee

* They Shall manage the associations letterhead, envelope and logo and website, ID card.

* They shall collate and upload the list of members on our website (this will be updated regularly).

* They shall be in-charge of everything that involves media, editorial, social media homes.

iii) The Executive Committee may establish from time to time such other adhoc sub-committees as may be considered necessary for the discharge of its functions.

14. OFFICERS OF THE ASSOCIATION

a) The Officers of the Association shall be as follows:

The President, Vice- President, General Secretary, Assistant Secretary, Treasurer, Financial Secretary, P.R.O, Provost 1, Provost 2

15. DUTIES OF OFFICERS

a) **The President:** It shall be the President's duties among others:

i) To preside at every Annual General Meeting and other meetings of the Association and the Executive Committee.

ii) To cause summoning of the Annual General Meeting and other meetings either on his own initiative or in accordance with the decision of the Executive Committee or at the requisition of 5 members for summoning a General Meeting.

iii) To direct all other officers of the Association in the performance of their duties.

iv) To serve as ex-officio member of all sub-committees of the Association.

b) **The Vice-President:**

i) The Vice-President shall in the absence of the President, preside at all meetings over which the President, by Constitution, has power to preside.

ii) He shall perform all other duties which the President, owing to ill health, or absence or any other cause is unable to perform, or as shall be ascribed to him by the President, the Executive Committee or General Meeting.

iii) In absence of the President, and the Vice-Presidents, members of the Executive Committee present shall nominate one of their Member to preside.

c) The General Secretary:

i) He shall be the Chief Executive of the Secretariat, and shall supervise the Chief Operations Officer in the discharge of his duties enumerated in Section 11, (a – p).

ii) He shall submit a General Report of the activities of the Association at the Annual General Meeting.

d) The Assistant Secretaries:

i) The Assistant Secretaries shall assist the General Secretary in the performance of all secretariat duties and one of them shall, in the absence of the General Secretary, act in his place.

e) Treasurer: The duties of the Treasurer shall be as follows:

i) To receive, collect and pay to the Association's Bankers all monies collected for the Association

ii) To carry out any decision or directive of the Annual General Meeting and the Executive Committee in matters relating to the budget or finances of the Association.

iii) To prepare or cause to be prepared and circulated to every member of the Association at or before every Annual General Meeting, the audited Balance Sheet and Annual Statement of Account as well as an Annual Report of the Association.

iv) To invest the money of the Association in such securities as may be approved by the Executive Committee.

v) To prepare or cause to be prepared and submit for the approval of the Association, an Annual Budget containing estimated revenue and expenditure of the Association.

f) **The Financial Secretary:** The duties of the Financial Secretary shall be as follows:

i) To be in constant touch with branches of the Association so as to ensure that all members pay their annual dues as prescribed by this Constitution and other dues or subscriptions as may be determined by the Annual General Meeting or the Executive Committee.

ii) To prepare from time to time the list of defaulting members.

iii) To circulate such lists to the Annual General Meeting and the Executive Committee.

iv) To collect and promptly pay all monies to the Treasurer.

v) To take record of all financial activities of the Association

g) **The P.R.O**; shall undertake public relation programmes:

- Liaise with the media (website/ media committee) to respond to inquiries, arrange interview and distribute news and make statements.

- He shall write, edit and arrange production of print materials, and also evaluate communication activities

- Shall be the mouth-piece of the association

- Shall perform other tasks as delegated by the president.

h) **THE Provost** shall:

- Enforce all rules of procedure in the conduct of meetings of the general assembly.

- Maintain order at all meetings of the general assembly

- Perform other tasks as delegated by the president.

16. TENURE

a) Every officer is eligible to hold office for not more than (2) tenures of four years each. This provision is without prejudice to a person, being

elected for another office subsequently. A person may also be re-elected to the same office after a break of at least one term.

17. ACCOUNTS AND AUDITS

a) The Executive Committee of the Association shall provide books of accounts in which shall be kept all proper accounts of all monies received or paid on behalf of the Association.

b) The Executive Committee of the Association shall arrange for the accounts of the Association to be audited yearly by a firm of Chartered Accountants appointed at an Annual General Meeting of the Association.

18. ANNUAL GENERAL MEETING

a) The Annual General Meeting shall be the principal organ of the Association and shall be held in the month of December of each year.

b) A mandatory twenty-one day notice convening the meeting shall be published in a National daily Newspaper and posted on the Association's official website.

19. EXTRA-ORDINARY /EMERGENCY GENERAL MEETING

a) An Extra-ordinary General Meeting may be summoned by the Executive Committee as may be deemed necessary.

b) Upon a written requisition signed by at least fifty members of the Association, representing a minimum of at least two decades of Old Student, for the holding of an Extra-Ordinary General Meeting, the Executive Committee shall summon a General Meeting for the discussion of the matter specified in the requisition for such meeting, PROVIDED THAT no other matter shall be discussed at the meeting.

c) A mandatory notice of at least seven days shall be given for the purpose of convening an Extra-ordinary General Meeting.

20. ELECTIONS

a) Members of the Executive Committee shall be elected at an Annual General Meeting.

b) The Notice of the Annual General Meeting shall stipulate the positions to be declared vacant and which shall be vied for at the said meeting.

c) All intending contestants for the offices to be declared vacant shall indicate their interest to the Executive Committee through the Chief Operations Officer or electoral committee of the Association at least seven days to the Annual General Meeting.

d) Immediately prior to the election, all offices to be contested for shall be declared vacant.

e) Elections shall be conducted by Electoral Committee, appointed by the Annual General Meeting, who shall declare that they have no interest in any offices being contested for.

21. QUORUM

The quorum at meetings of the Association shall be as follows:

a) For any General Meeting, twenty-five members shall form a quorum. b) For an Executive Committee Meeting, four members shall form a quorum.

22. SIGNATORIES OF THE ASSOCIATION

a) The President, the Treasurer and the Financial Secretary shall be signatories to the Association's Bank accounts.

b) The signature mandate for Association's accounts shall be any two of the three aforementioned signatories.

23. BRANCHES OF THE ASSOCIATION

a) Members residing in every town or city may form a branch with the approval of the Executive committee. No branch shall be recognized until it has a minimum of twelve members.

b) Members of the Association in an institution of higher learning shall be entitled to form a sub-branch.

24. CLASS / SET: As an integral part of the Association, each class/sets shall appoint two of their members to liaise with the National executive Committee.

25. SPECIAL CLAUSE

a) THE INCOME AND PROPERTY OF THE REGISTERED TRUSTEES OF ABSSSA Old Student ASSOCIATION however derived in respect of the trust shall be applied solely towards the promotion of the objects of the Association, as set forth in this Constitution and no portion thereof shall be paid or transferred directly or indirectly by way of dividend bonus, or otherwise however by way of profit to the members of the Association.

b) PROVIDED that nothing herein shall prevent the payment in good faith of reasonable and proper remuneration to any officer or servant of the Association in return for any service actually rendered to the Association, but so that no member of the Executive Committee shall be appointed to any salaried office of the Association or any office of the Association paid by fees, and that no remuneration or benefit in money or monies shall be given by THE REGISTERED TRUSTEES or any member of the Executive Committee except repayment of out-of-pocket expenses, or reasonable and proper rent for premises demised or let to the Association provided that

the provision last aforesaid shall not apply to any payment or any money to a member of the Association on behalf of a company in which such member shall not be bound to account for any share of profits he may receive in respect of any such payment.

c) NO ADDITION, alteration or amendment shall be made to or in the Constitution for the time being in force, unless the same has been previously submitted to and approved by the appropriate authority. d) The Association may be wound up following a unanimous vote of members at a General meeting specially convened for that purpose PROVIDED ALWAYS that in such event the winding-up provision of the SPECIAL CLAUSE of the Constitution shall apply.

e) In the event of a winding-up or dissolution of the Association if there remains, after the satisfaction of all its debts and liabilities any property whatsoever, the same shall not be paid to or distributed among members of the Association, but shall be given or transferred to some other institutions having objective similar to the objective of THE REGISTERED TRUSTEES OF ABSSSA Old Student ASSOCIATION and the body or bodies are prohibited from distributing its or their income and property among its or their members to an extent at least as great as is imposed on THE REGISTERED

TRUSTEES OF ABSSSA Old Student ASSOCIATION before the time of dissolution

26. AMENDMENTS a) All amendments to this Constitution shall be adopted on the vote of 2/3 of those present and voting (fractions being approximated to the nearest whole number) at an Annual General Meeting of the Association. The text of a motion for any such amendments shall have been circulated by the General Secretary by publishing same in a National daily newspaper and posting it on the Association's website at least twenty-one days before the date fixed for the Annual General Meeting.

27. COMMENCEMENT: This amended Constitution shall come into effect on the day of2018.

THE SCHOOL ANTHEM

Oh God of host

Our source of hope

We are children on this hilltop

Searching for that bright golden light

Grant us the wisdom to behold the light

Truthfully we then shall uphold

The Nobel tenets of our school

Together we shall shine as one

Grant us the wisdom to behold the light