

**CONSTITUTION**

**OF THE**

**ALBINISM ASSOCIATION OF NIGERIA**

**2019**

**(as amended, January 2023)**

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**THE CONSTITUTION OF THE ALBINISM ASSOCIATION OF NIGERIA  
2019 (AS AMENDED, MAY 2022)**

**PREAMBLE 1**

**We**, as Persons with Albinism in Nigeria having firmly and solemnly resolved to live in unity, cooperation, brotherly fraternity and love, as one indivisible and indissoluble family, dedicated to the development of lives of all Persons with Albinism in Nigeria, addressing the plight of Persons with Albinism, changing the negative mind sets and socio-cultural stereotypes about Albinism in Nigeria, creating awareness of the socio challenges that Persons with Albinism face in Nigeria.

**PREAMBLE 2**

**We**, as a part of the larger community of Persons with Disability in the Federal Republic of Nigeria, consciously aware of the inequalities, neglect, exploitation, ignorance and misperceptions in the Nigerian society, recognizing essentially that many persons with disabilities live below the poverty line, recognizing also that as a matter of fact we, persons with disabilities, hold the key to our destiny and self-advancement, recognizing similarly that our progress depends largely on our ability to bring ourselves together under one single banner and speak with one voice, do hereby enact and give to ourselves, this Constitution, for the purpose of promoting peace, unity, love sincerity, cooperation, togetherness which this Association and amongst ourselves individually, on the principles of human dignity, equality, freedom, justice and fairness.

## **ARTICLE 1: PARTICULARS OF THE ASSOCIATION**

- a.** The Association shall be known and referred to as **ALBINISM ASSOCIATION OF NIGERIA** and its acronym shall be **AAN**.
- b.** The motto of the Association shall be **FOR THE LOVE OF ALL**.
- c.** The logo of the Association shall be the picture or sketch of a PWA with medicated glass holding an umbrella.
- d.** This shall be the only governing Constitution for the Association which may be reviewed from time to time as circumstances may require.
- e.** Any Chapter of **AAN** shall be at liberty to make for itself some other body of Rules with which it can better manage its affairs, provided that such Rules shall not be substituted for the provision(s) of this Constitution or have any of its provisions relegating any provision of this Constitution.
- f.** The Rules, Orders or Regulations made by any Chapter shall be subject to the provisions of this Constitution and shall be applicable to only the members and affairs of the said chapter.

## **ARTICLE 2: THE SUPREMACY OF THE CONSTITUTION**

- a.** This Constitution shall be supreme, and its provisions shall have binding effect on all offices and organs directly or indirectly created by it, all persons that are members of, or enabled or authorized by the Association and persons, being non-members but made themselves available for the benefits of the Association.
- b.** Where the provision(s) of any other rule or order by any Chapter of **AAN** persons or group of persons, being members of this Association, is inconsistent with the provisions of this Constitution, the provisions of this Constitution shall prevail, and the provision(s) of that other rule or order, shall, to the extent of the inconsistency, be null and void.
- c.** The Association shall not have its affairs run by any person or group of persons except in accordance with the provisions of this Constitution.

- d. This Constitution repeals all other previous Constitutions and shall henceforth be the governing rules of the Association and the Constitution may simply be referred to as the “**Constitution of the ALBINISM ASSOCIATION OF NIGERIA**”.
- e. By the supremacy of this Constitution, no other chapter or Branch of AAN shall exist without proper elections held and supervised by the National Body of AAN.
- f. By the provisions of Article 2(e) above, any chapter that comes into existence without following the provisions of this constitution, shall be null and void from its very beginning and so shall all its activities that were carried on as such.

### **ARTICLE 3: INTERPRETATION**

In this Constitution,

- i. **AAN** refer to “Albinism Association of Nigeria”.
- ii. **Albinism** shall mean a hypo pigmentary genetic condition, caused by insufficient melanin pigment.
- iii. **Chapter** shall mean any branch of the Albinism Association of Nigeria, either at the state or local government area duly constituted in accordance with the provisions of this Constitution.
- iv. **Disability** includes any long-term physical, mental, intellectual or sensory impairment which in interaction with various barriers may hinder full and effective participation in society on equal basis with others. This includes some other forms of disability that PWA encounter, e.g. visual impairment.
- v. **Financial Member** means a member who has not defaulted in payment of annual membership fees.
- vi. **He/she/his/her** pronouns are used in reference to both sexes.
- vii. **Member** shall mean a PWA or any other body as defined by this Constitution.

- viii. **PWA** refers to “Person with Albinism”.
- ix. **PWD** refers to “Person with Disability”.
- x. **National Congress/Convention** refers to National Delegates conference

## **ARTICLE 4: VISION, MISSION, AIMS AND OBJECTIVES:**

### Section 1

#### **Vision**

To attain a fair, secure and socially inclusive society that empowers members and provides unfettered access to opportunities for self fulfillment and dignity of human life.

#### **Mission**

To unite and protect the rights and interest of Persons with Albinism against discrimination and marginalisation in the society

### Section 2

The Association shall exist to pursue the following concerns which shall include:

- a. To foster unity amongst all PWA in Nigeria.
- b. To ensure the full integration of PWA into the society by -
  - i. eliminating all or any structural and other artificial barriers that impede the progress of PWA.
  - ii. campaigning against discrimination and promoting equal opportunities that promote and safeguard the interests of all PWA.
- c. To ensure that the healthcare, education, and vocational empowerment for all PWA, are guaranteed and adequately provided for by both the Federal, States, and Local Governments of Nigeria; and as many local or foreign development institutions or organisations that **AAN** can muster.
- d. To advocate for the recognition and respect of the rights and socio-economic inclusion of all PWA

- e. To fight against all myths, discrimination, and marginalization of PWA.
- f. To help build self-confidence and personal esteem amongst PWA.
- g. To defend the human rights and dignity of all PWA.
- h. To encourage and actualize the setting up of both State, and local government chapters of the association.
- i. To raise and receive funds by way of contributions, donations, affiliation fees, subscription fees, levies, legacies, covenants, and subventions, and pursue any other lawful methods of fund raising for the realization of the Association's objectives.
- j. To ensure the eradication of street begging, human trafficking, drug trafficking and all other social vices that affect PWA.
- k. To ensure the promotion, advancement, expansion, and development of different sports for different disabilities for their physical and mental well-being, be it recreation or competitive sports, for the purpose of effective rehabilitation in collaboration with the rehabilitation departments of Federal, State, and Local Government ministries.

## **ARTICLE 5: MEMBERSHIP OF AAN**

- a. Membership of the Association shall be open to:
  - i. All PWA in Nigeria.
  - ii. All State, and Local Government Chapters of AAN.
  - iii. All organisations for PWA in Nigeria who submit to the ideals and principles of AAN.
- b. Application for membership
  - i. Individuals seeking for membership of AAN shall obtain membership form at a fee to be decided by the National Executive Council.
  - ii. Application for membership shall be made in writing to the secretary-General of AAN. Such application shall be made through the applicant's State Chairman where a Chapter already exists.

- iii.** Applications reaching the General Secretary at least 28 days before the Annual National Congress shall be considered for inclusion in the register of members.
  - iv.** The National Executive Council shall be responsible for the acceptance or rejection of applications, based on the appropriate guidelines provided by the Executive Council and approved by the National Congress.
  - v.** The Congress shall take the final decision on the acceptance or rejection of an application for membership.
  - vi.** Membership shall be effective from the date of the Executive Council meeting or Annual National Congress which decided to grant membership status to the respective applicant.
- c. Membership fees**
- i.** Membership fees shall be payable by each member of AAN annually.
  - ii.** The fees to be paid by members shall be determined by the National Congress on the recommendation of the Executive Council.
  - iii.** Applicable membership fees may differ for different categories of members.
  - iv.** The criteria by which such fees shall be determined shall be laid down by the Congress on the recommendation of the Executive Council.
- d. Loss of membership**
- A member shall lose his membership if:
- i.** He is found guilty of gross misconduct which is inimical to the aims and objectives and image of the Association.
  - ii.** Is found to have embezzled, or, in any way, defrauded the Association.
  - iii.** Is found to be dishonest or insincere in his dealings with the Association.
  - iv.** Resigns his membership.



## **ARTICLE 6: STATE AND LOCAL GOVERNMENT CHAPTERS**

### Section 1

(i) In pursuance of Article 4 (h) of this Constitution, States and Local Government Chapters shall be set up across the Federation; provided that none of such chapters, shall exist either by way of election or any caretaker committee, without clearance and or approval from the National Executive of AAN or its National Congress, as the case may be

(ii) The membership of State Executive Committee shall consist of the state elected officers, national officers within the state and immediate past chairperson

(iii) It shall be the duty of the Committee to coordinate the activities of the State and Local Chapters within the State, promote co-operation amongst local government chapter within its jurisdiction and implement and generally strengthen the association in the state.

(iv) The State Executive Committee shall meet twice a year or a maximum of three times in a year on dates and venues to be decided by the state chairman or by the previous meeting. An extraordinary meeting of the State Executive Committee (SEC) shall be call by the chairman, or where he/she fails to do so, one-third of the state executive Committee members.

(v) The State Executive Committee shall report to the National Executive Committee from time to time.

(vi) The State Executive Committee shall have the power to appoint and promote staff

(vii) The State Executive Committee shall consider and approve the draft budget presented to it at the annual meeting.

(viii) All decisions of the State Executive Committee (SEC) that are consistent with the provisions of this Constitution and which do not undermine or violate decisions and policies of the NEC shall be binding on members and organs of the Association in the state.

## Section 2

(i) There shall be a chapter of the Association in each local government of the federation.

(ii) The local government chapter shall be composed of: all blind and visually impaired blind and partially sighted persons within the local government

(iii) The power to establish a branch or dissolve an existing one shall be vested in the State Executive Committee; the power to dissolve a branch shall not be exercised unless for persistent violation of the Constitution of the Association

(iv) It shall be the business of the chapter to see to the proper organisation of the Association at the grassroots, to represent the members in appropriate cases, and to follow the directives of higher organs of the Association in the conduct of its affairs for the good of the Association.

(v) The meeting of the chapter shall be conducted in chapter meeting presided over by the local government chapter chairperson.

(vi) On dissolution a local government chapter, its assets and liabilities shall be vested in the state chapter of the Association.

(vii) The local government chapter committee of the Association shall meet quarterly. Copies of minutes of such meeting shall be deposited with the

state secretariat to enable the state executive assess the functioning of the local chapter committee.

(viii) The local government chapter executive committee shall hold its delegates conference every four years.

(ix) Representative of the state executive committee shall supervise the elections into the local government chapter committee.

(x) The local government chapter executive committee shall have the power to fill vacant posts in the local chapter committee.

(xi) A meeting of the local executive committee may be convened by the State Executive Committee for the purpose of dissolving or electing new officers into the local executive committee on the request of 2/3 of members in such chapter.

(xii) The modus operandi of State and Local Government Chapters shall be guided by the rules and regulations as set forth in this Constitution.

(xiii) Any rules and regulations, adopted by State and Local Government Chapters, which are inconsistent with those set out in this Constitution shall be null and void.

#### **ARTICLE 7: THE NATIONAL CONGRESS:**

- a.** The National Congress, which is the legislative organ of the AAN, shall be comprised of the following:
  - i.** National, State, and Local Government Executive Officers,
  - ii.** The President of AAN may invite observers to the Congress with the approval of the Executive Council.
- b.** The Congress shall be the final authority with respect to all issues of policy, and its decisions which shall be binding on the Executive Council, shall be

made after due opportunity has been afforded for full and fair discussion by all delegates.

**c.** The Functions of the Congress shall include:

- i.** To determine the general policies to be adopted by the Association for the attainment of its purposes.
- ii.** To consider and decide upon all recommendations submitted by the Executive Council.
- iii.** To receive and consider the report of the Executive Council and its work, as well as that of the committees.
- iv.** To consider the treasurer's report and determine the budget of the association for the next year.
- v.** To determine the rate of membership fees on the recommendation of the Executive Council.
- vi.** To participate in electing Officers of the Association.
- vii.** To consider and decide upon any proposals from members of the Association. Such proposals shall ordinarily be presented to the General Secretary two months prior to the National Convention, and copies thereof shall be circulated by him/her to all members at least one month prior to the National Convention.
- viii.** To consider and decide upon proposals to amend the Constitution of the Association.
- ix.** To take any other measures conducive to achieve the purposes of the Association.
- x.** Matters not included in the agenda shall not be raised, except with the express permission of majority of the delegates present and voting on the issue.

## **ARTICLE 8: THE NATIONAL EXECUTIVE COUNCIL**

- a.** Composition: The National Executive Council (hereinafter referred to as “the Executive Council”, shall be comprised of the officers of the Association, who shall be elected by the National Congress.
- b.** There shall be the following National Officers for the Association:
  - i. The President
  - ii. Vice President (North)
  - iii. Vice President (South)
  - iv. General Secretary
  - v. Assistant General Secretary
  - vi. Treasurer
  - vii. Financial Secretary
  - viii. Welfare Secretary
  - ix. Publicity Secretary
  - x. Legal Adviser
  - xi. Internal Auditor
  - xii. Ex-officio

This Constitution further provides for the under mentioned offices at the State Chapters:

- i.** Chairman
- ii.** Vice Chairman
- iii.** General Secretary
- iv.** Assistant General Secretary
- v.** Treasurer
- vi.** Financial Secretary
- vii.** Welfare Secretary
- viii.** Publicity Secretary
- ix.** Legal Adviser

- x. Auditors**
- c.** A quorum of five (5) Officers is required for all Executive Council meetings.
- d.** The Executive Council shall meet at least twice a year.
- e.** In the absence of either the President or the Vice-Presidents to act as presiding officer at any Executive meeting, an ad hoc chairperson shall be appointed from among the members of the Executive Present.
- f.** Loss of office:
  - Any member of the Executive Council shall resign if
  - i.** a “vote of no confidence” is passed on him/her by two-thirds of the registered members present and voting at any meeting of the Association.
  - ii.** An officer shall be made to resign if he/she is found guilty of an offence under Article 5 (d) this Constitution, or, is in any way incompetent in the discharge of his/her duties.
- g.** The venue for Executive Council meetings shall be the headquarters of AAN or as may be decided or by the Executive Council.
- h.** Duties of Officers
  - i.** The president shall:
    - Be the principal administrative officer of the Association and shall preside over all its meetings.
    - Ensure that the Association functions in a smooth and efficient manner.
    - Approve all expenditure of the Association decided upon by the Executive or Congress.
    - Sign the minutes and other documents duly approved by the Executive or Congress.
    - Delegate duties to the Vice-Presidents or to any member of the Executive or Association where necessary.
    - Be abreast of all activities of constituent members.

- Subject to the provisions of this Constitution, invite persons with special expertise to be present at the Executive Council meetings from time to time, the number of such persons shall not exceed three at any given time.
- ii. The Vice Presidents shall assist the President and act in his/her absence and shall perform any other duties assigned to them by the President.
- iii. The General Secretary-shall:
  - Take and keep minutes of all meetings of the Association.
  - Maintain a Register of all members of the Association and shall notify members of all meetings of the Association.
  - Be responsible for all correspondence of the Association.
  - Be responsible for keeping all documents of the association and produce them when required.
  - Be a class B signatory to all financial transactions of the Association.
  - In conjunction with the President, compile an annual report of the activities of the Association for presentation at the annual Convention.
- iv. The Assistant General Secretary shall assist the Secretary-General and act in his absence, and perform any other functions as directed by the Secretary-General.
- v. The Treasurer shall:
  - Receive from the Financial Secretary, and account for, all monies belonging to the Association.
  - Deposit all such monies so received into the Association's bank account(s) within 72 hours.

- Be responsible for the safe custody of the Association's cash with him/her and always maintain and balance proper books of accounts.
  - Keep an imprest account to be determined by the Executive.
  - Keep an accurate account of receipts of all income and expenditure.
  - Be a class A & B signatory to all financial transactions of the Association.
  - Present an annual financial report of the Association which has been duly audited by the internal auditor and qualified external auditors.
- vi. The Financial Secretary shall:
- Receive, and account for all monies on behalf of the Association and present same to the Treasurer with 72 hours.
  - Maintain proper books of accounts and balance the accounts regularly.
  - Keep accurate records of the financial state of the Association.
- vii. The Welfare Secretary shall:
- Be responsible for organizing the various activities of the Association.
  - Examine any problems affecting members and bring them to the notice of the Executive Council.
- viii. The Publicity Secretary shall:
- Promote and enhance the image of the Association.
  - Publicize all activities of the Association
  - Make press releases as directed by the Association.
- ix. The Legal Adviser who shall be appointed by the Executive Council, shall advise and advocate on all matters concerning the Association.
- x. The Auditors: There shall be:



- xi. (a) An internal Auditor, who shall be appointed by the Executive Council, subject to the approval of the congress. He shall examine the financial books of the Association on a quarterly basis or as required and present a report to the Executive.  
(b) An External Auditor, who shall be appointed by the Board of Trustees of the Association.
  - xii. The Ex-officio: The immediate past president shall act as an ex-officio member. he Internal who shall be appointed by the Executive Council, shall audit the accounts of the Association as prescribed in this Constitution.
- i. Powers and Functions of the National Executive Council**
- i.** The Executive Council shall be the governing body of the Association and shall be directly accountable to the Congress for interpreting and carrying out the general policies established by the Congress for the administration, management and control of the affairs of the association.
  - ii.** The Executive shall make policies, when necessary, which are not in conflict with those adopted by the Congress.
  - iii.** The Executive shall have power, at any time, to co-opt any person(s) to undertake assignments on behalf of the Association.
  - iv.** The Executive shall have power to determine and deal with any problems presented to it by members.
  - v.** The Executive shall decide on the validity of elections of state and local government chapters and act as an arbitrator in cases of intra and inter-Association disputes.
  - vi.** The Executive shall certify the eligibility of delegates when questions regarding their eligibility arise.

- vii.** It shall be the duty of the Executive at all times, to further the objects of the Association and, in particular, to supervise the carrying out of all decisions of the Association.
- viii.** The Executive, or Congress in general meeting, shall have power to establish committees for any purpose, comprised of any member of the Association, and Congress in general meeting shall review the composition of such committees.
- ix.** The recommendation of any committee shall require the approval of the Executive or Congress before being implemented.
- x.** In the event of any question arising on which the Constitution is silent or obscure, the Executive shall have power to decide thereon.
- xi.** The Executive shall employ a full-time paid official who shall act as an Administrative Manager in the Secretariat and once employed continue in office, provided his services are satisfactory and necessary to the work of the Association.
- xii.** The Executive shall employ other full time paid officials deemed to be necessary to facilitate the efficient carrying out of the business of the Association. The Executive shall, however, have the power to dismiss any full-time paid official, but in so doing statutory notice or salary in lieu of notice shall be given to the person concerned except in the case of fraud, when an official may be instantly dismissed without notice or compensation.
- xiii.** The salaries of full-time paid officials shall be determined by the Executive in the light of the duties to be performed.

## **ARTICLE 9: ELECTIONS**

- a.** The National Congress shall elect National Officers of the Association at the Annual Convention and elections shall be held once every three years.
- b.** An Electoral Committee comprised of one (1) chairperson and six (6) other persons - provided that at least two members of the Committee are female - shall be constituted by the Congress at least 3 months prior to elections to oversee the conduct of the elections.
- c.** The National Electoral Committee shall
  - Receive nominations.
  - Ensure that all members have adequate opportunity to make nominations and to know the names of nominees before the elections.
  - Have power to screen all candidates nominated and disqualify whomsoever it deems unsuitable from participating in the election.
  - Ensure that PWA across the Federation are afforded the opportunity for even representation in the election.
  - Afford candidates opportunity to engage the electorates on their suitability for the office they are aspiring to.
- d.** Election to the Executive Offices shall be open to only:
  - Individual members of AAN.
  - Members who are at least Twenty-Five (25) years of age.
  - Persons who have continued to be members for at least five (5) years.
  - Members who have paid their membership fees for at least five (5) consecutive years prior to the election.
  - The minimum qualification to stand and hold any office shall be a minimum of SSCE or its equivalent except in the case of General Secretary which shall be a minimum of National Diploma (ND) or its equivalent.

**e. Swearing in**

After the election of officers, the Electoral Committee shall set a date for the Swearing in of the officers, which shall be conducted by the Legal Adviser of the Association.

**f. Tenure**

- Each elected officer shall hold office for one term of forty-eight (48) months or four (4) years, provided that no person shall hold one particular office for more than two consecutive terms of four (4) years each.
- A tenure under this Constitution starts to run from the day an elected official is sworn into office or when he commences his official responsibilities, whichever comes first.
- A tenure ordinarily terminates on the eve of the anniversary of the commencement date in the Forty-eight (48th) month or of the Fourth year, unless otherwise terminated earlier in accordance with the provisions of this Constitution.
- Any member who has been elected into any particular office more than twice shall not be qualified to run for or in any manner occupy that same office at any other time.
- Any member who has been elected into any particular office at the national level shall not be qualified to run for or occupy another office at state chapter (that is, no one can be a national exco as well as state exco at the same time).

**g. Handing over**

In coming to the meeting where an election of officers is scheduled to take place, each officer shall prepare a comprehensive handing over note to be presented to the officer succeeding him, unless he becomes re-elected. Such officer shall also surrender all the property of the Association in his possession to the General Secretary.

**h. Vacancy**

In the event of a vacancy occurring in the post of the President and General Secretary, their Assistants shall act in that capacity. In the case of a vacancy in any of the other offices, the Executive shall appoint any member to act in that capacity. Any of the officers so appointed shall serve in an acting capacity until the next National Convention when elections shall be conducted to fill the vacant post(s).

**i. Resignation/Recall of Elected Official**

EXCEPT upon a motion for a “Vote of No Confidence” moved against any official by a financial member and supported by a 2/3 majority of persons present and voting at a general meeting, no elected official shall validly resign any position he has been elected into under this Constitution except where he has submitted his letter of resignation not less than three (3) months to the desired date of his resignation and with a 2/3 majority of members present at the meeting of the desired day of resignation supporting or approving that resignation in an openly cast vote.

A resignation shall be automatically valid and effective where informed by any or a combination of the following:

- Physical, mental and or other health-related incapacitation upon a 2/3 majority opinion expressed by voting.
- Moral, social, cultural or such other bankruptcy so held via election by 2/3 majority voting.
- A conviction by any court of law.
- Relocation from jurisdiction covered by the Chapter or the Federation in the case of a national Official.
- Suspension by one’s age group or by the authority of the community
- Any other ground that the Disciplinary Committee may adjudge fit.

## **ARTICLE 10: MEETINGS**

- a. Notice of Meeting
  - i. The National Convention shall be called by at least three months' notice.
  - ii. Executive Council meetings shall be called by at least 28 days' notice.
  - iii. Emergency Meetings may be called by the President or Chapter Chairman as and when necessary
- b. During meetings, no matter upon which a ruling has been made by the President or chairperson, or a decision has been reached by a vote, shall be reopened for further debate except on the moving of a substantive motion which has been seconded and agreed to by the meeting.
- c. A motion may be tabled at any meeting of the Association. Once such motion is moved, it shall be seconded, and after necessary discussion, shall be decided by a simple majority vote.
- d. Voting
  - i. Voting shall be by show of hands, and resolutions shall be reached by simple majority, except in the following cases, when voting shall be by secret ballot:
    - Constitutional amendment.
    - Proposal for a dissolution of the Association.
    - Where 25 percent or more of delegates present so demand.
    - When there is more than one candidate at elections.
  - ii. Each delegate is entitled to one vote.
  - iii. Save for elections, in the case of a tied vote, the President or Chairperson shall have a casting vote.
  - iv. There shall be no vote by proxy.
- j. Delegates
  - (i) The number of delegates to the National Convention shall be as follows:
  - (ii) Five persons from each state chapter, including Abuja. They shall comprise of at least, two women, a youth, the chairman and secretary.

**k. Extraordinary Meetings**

**i. The National Congress**

An Extraordinary Meeting of the National Congress may be called by 30 registered members of the Association, from at least half of the states of the Federation, including Abuja; notice of the meeting, together with the agenda, shall be circulated to all members, at least 21 days prior to the proposed date of the meeting.

**ii. Executive Council**

An Extra-ordinary Meeting of the Executive may be called by any five members of the Executive Council. Notice of the meeting, together with the agenda, shall be circulated to all members, at least 7 days before the date of the meeting.

**ARTICLE 11: FINANCE**

**a.** The Financial year of the association shall run from 1st January to 31st December of each year.

**b.** Membership fees, in accordance with the provisions of this Constitution shall fall due on the first day of January each year and shall be paid not later than the date of the Annual General Meeting. Any member who has not paid his due by the date of the Annual general meeting shall not be entitled to vote or contest for any office.

**c.** Bank account(s)

Bank account(s) shall be opened for the Association at any recognised bank(s) approved by the Executive Council.

**d.** Signatories

There shall be three principal signatories for the financial transactions of the Association with the banks approved by the Executive. These shall be the President who shall act alongside the Treasurer as Class A signatory, and the

General Secretary and Treasurer as Class B signatories. They shall sign such financial transactions with the banks, including withdrawing and depositing money into the account(s), which have been duly approved by the Executive Council or Congress.

- e. All financial transactions of the Association shall be signed only with the knowledge and approval of the President or the Executive Council, provided that anything done outside this procedure shall invalidate the documents so endorsed.
- f. Where the Executive Council cannot meet, the Association's money may be approved by the President for disbursement to any person or group for the carrying out of projects or assignments.
- g. A reasonable approval matrix/limits shall be laid down by the Executive or Congress. This shall be subject to periodic review.
- h. After the completion of any project or assignment, the person(s) or group concerned shall provide documentary evidence of their expenditure, including the balance of accounts (if any).
- i. The accounts of the Association shall be audited by the Internal Auditor and qualified External Auditors, at least once a year, or otherwise as requested by Congress.
- j. The Executive Council shall ensure that the Association's expenses are kept strictly within its budget and any savings made in the annual budget shall constitute a reserve which shall be placed in the bank and/or invested.
- k. Borrowing powers:

If at any time, the Congress in General Meeting, passes a resolution authorizing the Trustees to borrow money, the Trustees shall thereupon be empowered to borrow for the purposes of the Association such amounts of money either at one time or from time to time and at such rates of interest and in such manner and upon such security as shall be specified in such a resolution.



## **ARTICLE 12: TRUSTEES**

- a.** The Trustees of the Association, for the purposes of the extant Companies and Allied Matters Act shall be appointed at a General Meeting by two-third majority votes of members present. The General Meeting shall be advised to ensure that each geopolitical zone is represented in the appointment of trustees.
- b.** Such trustees (hereinafter referred to as “the Trustees”) shall not be more than seven (7) in number, representing geopolitical zones and shall be known as **THE REGISTERED TRUSTEES OF THE ALBINISM ASSOCIATION OF NIGERIA (AAN)**.
- c.** The trustees shall hold office for seven (7) years, provided that a trustee shall cease to hold office if he/she:
  - i.** Resigns his/her office.
  - ii.** Ceases to be a member of the **REGISTERED TRUSTEES OF THE ALBINISM ASSOCIATION OF NIGERIA (AAN)**.
  - iii.** Becomes insane.
  - iv.** Is officially declared bankrupt.
  - v.** Is convicted of a criminal offence involving dishonesty by a court of competent jurisdiction.
  - vi.** Is recommended for removal from office by a majority vote of members present at the Congress or any General Meeting of the Association.
  - vii.** Ceases to reside in Nigeria.
- d.** Upon a vacancy occurring in the post of Trustees, replacement by eligible persons shall be made by the Congress at the Annual Convention.
- e.** The trustees shall have power to accept and hold in trust any land belonging to the Association and to acquire and hold land on behalf of the Association subject to such conditions imposed thereof.
- f.** The Trustees shall appoint qualified auditors to audit the accounts of the Association.

**g.** The Trustees shall not interfere with the affairs of the Association; but if it appears to them, at any time, that the interest of the Association justifies such a course of action on their part, they may request the Executive to convene an Extraordinary Meeting of the Association, and if the Executive fails to do so within 30 days, the Trustees may themselves convene a special meeting by giving 30 days' notice of their intention to do so, signed by them and specifying the objectives of the meeting.

**h. Common Seal**

The Trustees shall have a common seal. such common seal shall be kept in the custody of the Secretary-General who shall produce it when required for use.

**i.** All documents to be executed by the trustees shall be signed by any three (3) of them and the common seal affixed.

**ARTICLE 13: PATRONS**

- a. Any respectable Nigerian of any community may be appointed by the National Congress as a Patron.
- b. The patrons, who shall not be less than 3 or more than 7 in number.
- c. The Patrons shall act as advisers and/or perform the following functions:
  - Aid in the settlement of disputes within the Association.
  - Assist in the mobilization of public awareness on albinism
  - Support fund raising efforts for the Association.
- d. The President of the Federal Republic of Nigeria shall be the Grand Patron of the Association.

## **ARTICLE 14: STANDING COMMITTEES**

- a. The Executive or Congress in General Meeting may appoint Committees, as they deem appropriate to carry out such duties as they may delegate to them.
- b. Standing Committees, may, subject to the approval of the President, create sub-Committees to cover specific fields within the broader scope of the Committee's work or ad hoc working groups to deal with particular tasks assigned to them.

- c. Reporting

All Committees shall maintain regular contact with the Executive Council and must report regularly to the National Congress and the Executive Council about their activities. Sub-Committees and ad hoc working groups shall report to their standing Committees. The Executive Council shall regularly review the structure and functioning of its Committees.

- d. Appointments and Operations

- i. The president in consultation with the Executive Council, shall appoint chairpersons and members of all Committees or remove them.
- ii. Members may recommend to the President persons they consider suitable for various Committees.
- iii. The President shall present a list of members of the Committees at the National Convention and members may propose changes to the list.
- iv. The serving period for members of the Committees is at the discretion of the President.
- v. Each Committee shall include at least one member of the Executive Council to act as liaison between the Executive and the Committee.
- vi. The President shall be an ex-officio member of all Committees.

- e. Standing Committees:

There shall be the following Standing Committees:

- i. Education Committee

The Education Committee shall

- examine the possibility of providing qualitative education to Persons with Albinism of every age and sex.
- Consider ways of funding the education of Persons with Albinism.
- Ensure the provision of adequate educational facilities and services to Persons with Albinism.
- Be responsible for the publications of the Association.

ii. Welfare Committee

This Committee shall

- Consider ways of assisting members in solving any pertinent problem confronting them.
- Bring to the notice of the Executive any problems posing serious difficulties to members.

iii. Finance Committee:

This Committee shall in pursuance of this Constitution,

- Organise appropriate methods of raising funds for the Association.
- Ensure that only persons authorised by the Executive Council shall be entitled to engage in fundraising activities in the name of the Association.
- Keep a correct record of monies and make same available to the Treasurer promptly for banking.

iv. General Purpose and Planning Committee

This Committee shall be responsible for

- All purchases on behalf of the Association approved by the Executive Council or Congress.
- Organize all functions of the Association.

v. Awareness Committee

This Committee shall

- Develops and coordinates strategies for an increased public awareness of plight of PWA.
- Identify key audiences, messages, and mediums to ensure a coordinated approach to AAN priorities.

vi Sports Committee

This Committee shall

- Create an enabling environment for sporting activities for all PWA, both for leisure and competition.
- Liaise with all sporting bodies for Persons with Disability for the improvement of the well-being of PWA athletes.

vii. Media and Publicity Committee

This Committee shall

- Portray and enhance the image of the Association and that of PWA.
- Organise press conferences of the Association as decided by the President or Executive Council.
- Engage in public awareness on skin care and treatment.

viii. Legal Committee

This Committee shall

- Work towards promoting legislation and policies on the rights of Persons with Albinism
- Defend the human rights of PWA in conjunction with other human rights bodies in the country
- Assist members of the Association on legal issues.

## **ARTICLE 15: CODE OF ETHICS**

- Although the primary objective of this Association is to enhance the improved living condition of the members and their dependants, they are basically an integral part of society and cannot realistically be considered outside it.
- 1. Upon the failure on the part of any member or official of this Association to observe any of the provisions in this Constitution, he or she shall be liable to any disciplinary action as might be decided by the appropriate body of the Association constituted for the purpose.

### **2. MEMBERSHIP RIGHTS AND RESPONSIBILITIES:**

- (i) Each member of this Association shall have the right to full and free participation in the government of the Association at all levels. This should include the right:
  - (a) To vote periodically, as provided in the Constitution for all organs of the Association.
  - (b) To stand for and hold office, subject only to fair and reasonable qualifications uniformly imposed.
- (ii) Disciplinary procedures should contain all the elements of fair play, and the rule of natural justice, that is, notice, hearing and judgment on the basis of evidence should be observed. A method of appeal to a higher body should be provided to ensure that judgments are not the result of prejudice or bias.
- (iii) Each member has the responsibility fully to exercise his or her membership of the Association, as well as a duty of loyalty to the Association.

### **3. PENALTY FOR BREACH**

Sanctions for breaches of the code shall be a fine, suspension/removal from membership or office. The amount of fine and the appropriate penalty shall be left at the discretion of committees/President.

### **ARTICLE 16: MISCELLANEOUS PROVISIONS**

- a.** Expenses: The Executive Council shall develop a policy for the reimbursement of reasonable expenses for Executive Council members to attend official meetings, together with their guides (if any), and for officials and persons engaged in assignments on behalf of the Association.
- b.** Trustees and members of the Association shall have no vested interest in any property acquired on behalf of the Association.
- c.** It shall be an offence for any unauthorised person or official to make use of, photocopy, or reproduce in any form the Association's official papers, or to use the name, logo, or symbol of the Association to solicit help for himself or on behalf of the Association.
- d. Duties of the Administrative Manager and other full time paid officials:**

In accordance with the provisions of this Constitution, the Administrative Manager shall

  - i.** Be the chief full time paid official for the Association.
  - ii.** Be responsible for ensuring that the books and correspondence of the Secretariat are attended to in a proper and prompt manner and passed to the relevant officials whom they concern.
  - iii.** Ensure that a detailed record of all business transactions is duly kept.
  - iv.** Supervise the administrative work of the Association, and submit all monies received on behalf of the Association at the Secretariat to the Financial Secretary for onward transmission to the Treasurer.
  - v.** Supervise such other full time paid officials as may be appointed.

- e. Violation of any sections or subsections of this Constitution by any member shall be an offence. The appropriate penalty for violation shall be as stipulated in this Constitution or as determined by the Executive Council in cases not provided for by this Constitution.

#### **ARTICLE 17: AMENDMENT**

- a. This Constitution shall be binding on all members of the Association.
- b. This Constitution may be amended at the National Congress of the Association by an affirmative vote of two-thirds of the registered members of the Association, provided that the said registered members of the Association are from at least two-thirds of the states of the Federation, including Abuja, and the proposed amendment presented to the Secretary-General at least three months before the date of the General Meeting.

#### **ARTICLE 18: COMMENCEMENT**

- a. This Constitution shall be deemed to have come into effect, upon the perfection of the document.
- b. No Article, or any other part of this Constitution, shall be rendered null and void on the grounds that it has not been registered with the Corporate Affairs Commission, provided that the National Executive Council, shall take steps to ensure that it is so registered forthwith.

#### **ARTICLE 19: SPECIAL CLAUSE**

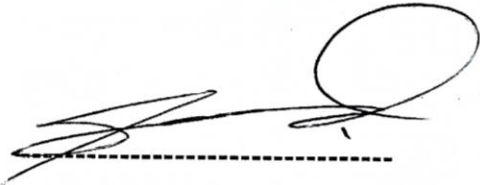
- a. The income and property of the Albinism Association of Nigeria, whomsoever derived, shall be applied solely towards the promotion of the objectives of the Association as set forth in this Constitution: and no portion thereof shall be paid or transferred directly or indirectly, by way of dividend, bonus, or



otherwise, howsoever, by way of profit to the members of the Albinism Association of Nigeria.

- b.** Provided that nothing herein shall prevent the payment in good faith, of reasonable and proper remuneration to an officer of the Albinism Association of Nigeria but so that no member of the Executive Council or Board of Trustees shall be appointed to any salaried office of the Association, and that no remuneration or other benefit in money or money's worth shall be given by the Association to any member of such Council or Board of Trustees except out-of-pocket expenses or reasonable and proper rent for premises demised or let to the Association and provided that the provision last aforesaid shall not apply to any payment of any compensation to a member of the Association of which may be a company in which such member shall not hold more than 1/100 (one-hundredth) part of the capital and such member shall not be bound to account for any share of profit he or she may receive in respect of 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 shall have previously been submitted to and approved by the Registrar-General of the Corporate Affairs Commission.
- d.** If, in the event of a winding-up or dissolution of this Association there remains, after the satisfaction of all debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of this Association but shall be given or transferred to some other Institution or Institutions having objectives similar to the objectives of this Association, and the body or bodies are prohibited from distributing it or their income and property among it or their members to an extent at least as great as is imposed on the Association under or in virtue of the special clause hereof. Such Institutions or Institutions shall be determined by the members of the Association at or before the time of

dissolution and in so far as effect cannot be given to the aforesaid provision,  
then to some charitable object.



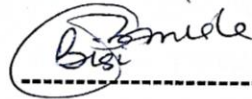
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Name of Chairman, BOT

SAM AMADI

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Signature of Chairman, BOT

Date: 8/2/23



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Name of President AAN

BISI BAMISITE

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Signature of President AAN

Date: 8/2/23

