

THE CONSTITUTION

OF THE

NIGERIAN NATIONAL ASSOCIATION OF THE DEAF

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ARTICLES 1: NAME OF THE ASSOCIATION

- A.** The Association shall be known as and called “ Nigerian National Association of the Deaf” (NNAD. NNAD is referred as “ The Association” throughout this constitution.
- B.** The motto of the association shall be; To Advance and Promote the Rights of the Deaf and it is applicable to all state branches.
- C.** The logo of the Association shall be the map of Nigeria with picture of the ear at the middle, written within NNAD abbreviated and also in sign. NNAD shall be written in full round the map of Nigeria. This is to apply to all affiliated states but including map of their states inside that of Nigeria.

ARTICLE 2: PURPOSE AND SCOPE

A. Purpose

- 1. NNAD is a non-profit Organisation established to serve as means of interaction with the Federal, States governments, local Governments and Non-Governmental Organisation in matters concerning the deaf people in general.
- 2. Effect legislation on matters concerning the deaf in general.
- 3. To act as avenue of educating the public on deaf and deafness through any available means, e.g. Seminars, advertising and others.
- 4. To act as a forum for the exchange of information and useful ideas among deaf people both nationally and internationally.
- 5. To convene or participate in conferences and or seminars designed for the benefit of deaf people.
- 6. To sponsor qualified deaf Nigerians for specific training if the financial strength of the Association permits or seek external aid to meet the cost of the training.
- 7. To act as liaison between private agencies, government establishments and individuals and the deaf community in matters relating to deaf people such as management of trustee funds, vocational rehabilitation of deaf people, job placement of qualified deaf people, etc.
- 8. To aid in the establishment of educational standards for deaf people in Nigeria.
- 9. To provide counseling services to families of deaf and the Association deaf in any area in which the Association is capable
- 10. To acquire by purchase, lease or otherwise any property the Association thinks necessary for the furtherance of its programs.
- 11. To establish business ventures to provide employment to deaf people and to generate funds for the administration of other programs of the Association.

12. To provide or aid in providing interpreting services to deaf people all over the country through involvement of Government where possible.
13. To obtain and maintain relevant statistics regarding the Deaf.
14. To advance and promote the concept of the deaf people of Nigeria as a distinct linguistic and cultural entity.
15. Provision of access to health for deaf people.
16. To work closely with the legislators in order to persuade and influence them on the need for improved access to legislative proceeding for the deaf citizens. This is with a view to have deaf representatives in the senate, House of Representatives and House of Assemblies of the Nation.
17. To effectively promote family life and recreation for the deaf.
18. Establishment of welfare trusts to accommodate parents/child relationship.

B. Scope

- I. The scope of the Association shall be throughout the federation of Nigeria and shall extend to other international organisations, agencies of groups that share common goals with the Association.
- II. Nigerian Deaf Associations outside Nigeria shall get affiliated with NNAD.

ARTICLE 3. MEMBERSHIP

1. Membership of the Association shall be open to any Deaf national of Nigeria whose age is not below eighteen (18 years and who is not a primary school pupil. “Deafness is defined as a person in whom the sense of hearing is not function for the ordinary purpose of life.”
2. Honoraria membership may be conferred on hearing individuals either Nigerians of foreign in recognition of an appreciable service to deaf people in Nigeria.
3. Distinguished Nigerian individuals of high ranking public officers recommended by the executive committee and with the support of a majority of members at a general or emergency meeting of the Association may be invited to be Patrons.
4. Validity of membership. No membership shall become valid until the appropriate entry fee has been paid.

ARTICLE 4: SUBSCRIPTION

Subject to certain exceptions here under mentioned the following fees and subscriptions shall be payable by full members:

- A. State branches shall pay a registration fee of #2,000.00 naria (Two Thousand Naria in order to be recognized by the national body.
- B. State branches shall pay an annual subscription of #1,000.0(one Thousand Naria
- C. State branches shall pay # 1,000.00(One Thousand Naria as participation fees of as may be determined by the Executive Committee at every Annual General Meeting (AGM

ARTICLE 5: OFFICERS AND DUTIES OF OFFICERS

A. OFFICERS

The Association shall have the following officers:

1. National President
2. National Vice President
3. National Secretary General
4. Assistant National Financial Secretary
5. National Treasurer
6. National Public Relation Officer
7. National Social Secretary
8. Zonal Co-Ordinators
9. Chief Whip

B DUTIES OF OFFICERS

1. National President

The President shall preside over all business meetings of the Association, including those of the Executive Committee, but excluding those of the Broad of Trustees, unless he/she is the chairperson of the Board. In addition, the President shall:

1. Call the meeting to order at the appropriate time.
2. Announce in its proper order the business that should come before the assembly.
3. Assign the floor to members who desire to present motion of to speak.
4. State all motions which have been proposed and seconded, and restate all motions which are not clear.
5. Restricts discussion to the question before the assembly.
6. Make certain that members understand the pending business and explain the effect of a motion if it is nor evident.
7. State the exact question to be voted upon and put if to vote.
8. Announce votes and result of votes.
9. Sign all orders necessary to carry out the will of the assembly.
10. Act as the representative of the Association to the government, other organisations, etc.
11. Perform all other duties that may be assigned to him/her by the assembly or the Executive Committee.

2. National Vice President

1. The National Vice President shall assume temporarily the office and duties of the President in the absence of incapacity of the President.
2. The National Vice President shall, in the event of the resignation or termination of the President, assume the office of the President until the next general election.
3. When National Vice President is acting in place of President, he/she has all the power, duties, privileges and responsibilities of the office.

3. National Secretary General

1. Prepare the agenda of AGMs and EXCO meetings.
 2. Handle the official correspondence of the Association.
 3. Prepare the annual reports of the Association.
 4. Acts as a signatory to the Association's account.
- 4. Assistant Secretary General**
1. He/she shall assist the National Secretary General in the Disposition of his/her duties.
 2. He/She shall also act in the absence of the National Secretary General.
- 5. National Financial Secretary**
1. Keep and furnish statements of the account that reflect the financial position of the Association.
 2. Shall as in the case of payment of bills confer with the President and Secretary General respectively for their advice and approval.
 3. Shall keep an up-to-date record of all receipts of expenditure of the association.
- 6. National Treasurer**
1. Keep the Association's bank passbooks and cheques in his/her custody.
 2. Keep a maximum of #10,000 in cash at all times.
 3. Collect funds on the behalf of the Association and deposit same in bank.
- 7. National Public Relation Officer**
1. He/She shall be responsible for general and special advertisements of the Association.
 2. He/She shall coordinate public display/seminar organized by the Association.
 3. He/She shall be the custodian of all publications of the Association. He/She shall however consult the President [or Vice President] of the Secretary General in the absence of both President and Vice President in the distribution of any publication belonging to the Association.
- 8. Zonal Co-ordinators**
- The Zonal Co-ordinators [in the six[6] Geographical Zones] shall resident in their zones. Their duties shall be:
1. To co-ordinate all of the Association's activities in their respective zones.
 2. Oversee the activities of the state branches of the Association in their zones and report same to either the National President or National Secretary General.
 3. Undertake any other duties that may be assigned to them in their zones.
- 10. Chief Whip:-** Shall maintain discipline during any meeting of the Association and any other duty assigned to him by the executive.

11. Administrative Secretary

The post of Administrative Secretary shall be by appointment by the National Executive Committee with the approval of the Board of Trustees.

1. The Administrative Secretary shall be a fully paid staff of the association and his/her duties shall be purely administrative.
2. He/she shall be under the direct control of the Executive Committee and shall take his/her schedule of duties from same.
3. Must be a deaf person.
4. Must be at-least first Degree or its equivalent from a recognized University of Polytechnic.
5. Must have at-least three years working experience especially deaf affairs.
6. Must be honest, discipline, reliable and have communicative skills.

C. Appointment of Officers

All officers of the Association shall be elected at the end of the tenure of the previous Executive Committee members and it shall be during the Annual General Meeting.

D. Vacant office[s]

The Executive Committee, until the next annual general meeting during which election of officers will take place shall fill any vacant office.

E. Tenure of Office

Each elected officer shall hold office for two [2] years and may be re-elected for the same of another office.

F. Disqualification from contesting Office

Any member of the Association found guilty by a court of law for any offence prejudicial to good image of the Association shall be disqualified from contesting election both a national and state levels. Similarly any contestant whose integrity and sincerity are in doubt may not be allowed to contest election.

G. Removal of an elected Officer

1. Resign his/her office.
2. Ceases to be a member of the Association.
3. Is deceased.
4. Become insane of unsound mind
5. Is guilty by a court of law for an offence considered prejudicial to the good image of NNAD
6. Is recommended for removal by a majority vote of members present at any general meeting of the Association.
7. Ceases to reside permanently in Nigeria.

- H. If the President emerges from the North the Vice President must be from the South when talking in term of two [2] main Geographical Division.

ARTICLE 6: BOARD OF TRUSTEES

A. Composition

1. The composition of the Board of Registered Trustees must reflect equitable representation of all the geographical areas of Nigeria.
2. It shall therefore be composed of
 - I. 2 representatives from the North West
 - II. 2 representatives from the North East
 - III. 2 representatives from the North Central
 - IV. 2 representatives from the South South
 - V. 2 representatives from the South East
 - VI. 2 representatives from the South West
3. The Board shall elect their own officers, which shall not exceed four officers in number.

B. Power of the Board of Trustees.

1. The Board of Trustee shall have the power, in the event of an emergency, to appoint an administrator to take charge of the Association such as when and Annual General Meeting fails to be convened or when the tenure of an incumbent executive committee expires without the election of a new one.
2. The Board of Trustee shall also have the power to interfere in the affairs of the Association when it considers the course of action of the incumbent executive committee to be in disagreement with the objectives of the association or the aspirations of the deaf people of Nigeria.
3. The Board of Trustees shall have the power to call to order, or settle disputes within the executives of NNAD or between NNAD and state branches.

C. Appointment

1. The Trustees of the NNAD for the purpose of the land[Perpetual Succession] Act chapter 98 shall be statutory body and shall consist of eminent members of the deaf community.
2. Such Trustees should after proper deliberation, appointed by the National Executive Council based on suggestions from members.

D. Vacant office

Any vacant office shall remain vacant until the next National Executive Meeting during which it will be filled by majority votes of members present.

E. Tenure of Office

Each selected member of the Board of trustees shall hold office for life. But a trustee shall cease to hold office if he/she:

1. resign his/her office
 2. ceases to be a member of the Association
 3. is deceased
 4. becomes insane or of unsound mind
 5. is found guilty by a court of law for an offence considered prejudicial to the good image of NNAD.
 6. Is recommended for removal by majority vote of members presented at any general meeting of the Association.
 7. Ceases to reside permanently in Nigeria.
- F. The Board of Trustees shall have a common seal
- G. Such common seal will be kept in the custody of the secretary who shall, produce it when required for use by the trustees.
- H. All documents to be executed by the Trustees shall, be signed by the Chairman and Secretary of the Board of Registered Trustees and sealed with the common seal.
- I. The Trustees shall apply to the Commissioner for certificate of Incorporation under the land [Perpetual Succession] Act chapter 98.
- J. If such certificate is granted, the Trustees shall have the power to accept and hold in trust all land belonging to the Nigeria National Association of the Deaf [NNAD] subject to such condition as the Minister may impose.

ARTICLE 7: COMMITTEES

The committees shall, ad interim, comprise of:

A. National Executive Committee

The National Executive committee shall comprise of all elected national officers plus two [2] Ex-officio members.

B. National Executive Council

1. The National Executive Council; shall comprise of all elected national officers, 2 ex-officio members and the chairpersons and secretaries of states branches.
2. The National Executive Council shall have the power to set up any other committee as and when the need arises.

C. Disciplinary Committee

A. Composition

1. Chairman Board of Trustees
2. Secretary of one other member of Board of Trustees
3. The National President
4. Two[2] Representatives of the National Executive Council
5. Zonal Co-ordinators

B. Meetings of the disciplinary committee

Meetings of the disciplinary committee shall be by the Chairman Board of Trustees at the instance of the National Executive Council.

C. Powers of the Disciplinary Committee

1. The Disciplinary Committee shall have the power to investigate any allegation of misconduct, mis-management and ,or corrupt practice against the national executives.
2. Shall recommend and enforce appropriate disciplinary measures.
3. Shall have the power to suspend erring national officers where all else fails.
4. The decisions of the Disciplinary Committee shall be binding on all

D. Forms of Disciplinary Measures.

1. Any officer of the association found guilty of embezzlement of the Association's fund shall be liable to prosecution and shall be made to refund to the Association, the money so embezzled. Thereafter, he/she shall be expelled from the Association.
2. Proven case of theft of the Association's property and in the case of non-compliance, prosecution and expulsion from the Association.
3. Any serving officer who through his/her actions brings disrepute to the name of the Association shall be liable to expulsion from the Association.
4. Any individual found to be falsely parading his/herself, either in verbal form or with the aid of a fake letter-headed papers, as a representative of the Association with intent to defraud the general public shall be summarily handed over to the law enforcement agents.
5. Officers of state branches of the Association found guilty of mismanagement, embezzlement of funds of corrupt practice shall be cautioned and thereafter penalized as shall be decided by the disciplinary committee.

E. Electoral Committee

An electoral committee shall be constituted to conduct all elections in the Association whenever elections are to be held. The duties of the electoral committee shall be as follows:

1. The committee shall screen all candidates for the elections.
2. Shall prepare, spell out and enforce all rules and guidelines for the elections.
3. Shall be responsible for counting the votes cast, and declaring winners at the election.
4. Shall ensure free and fair elections.

In composition, the electoral committee shall be well represented according to the six of geographical zones of North East, North West, North Central, South South, South West and South East areas.

Other Committees of the Association shall include:

1. Education and Manpower Committee.
2. Business and Social Committee
3. Sports and Recreation Committee
4. Welfare Trust Committee
5. Women and Child Care Committee
6. Formation of Association Committee and any other committees that may be formed from time to time.

ARTICLE 8: MEETINGS

The meetings of the Association shall include:

1. General Meetings
2. Executive Committee Meetings
3. National Executive Council Meetings
4. Board of Trustees Meetings.

A. General Meetings

1. General Meeting shall be held once a year and during the month of September.
2. The National Publicity Secretary not late than 60 days to the scheduled meeting shall dispatch notice of general meetings to each state branch.
3. Agenda of a meeting shall be dispatched along with the notice of that meeting.
4. The Executive Committee shall make schedule of a meeting at the preceding general meeting of. The Executive Committee shall prepare schedule for all other meetings. The Secretary, upon consultation with the President, shall be responsible to send out notice and the prepared agenda.

B. Hosting of AGM

1. Hosting of Annual General Meetings of the Association shall be by rotation and bidding by state branches of the Association within the geographical zone that will host the AGM.
2. Such bidding shall be done at the general meeting that immediately precedes the meeting being bid for.
3. States bidding to host an annual general meetings must show satisfactory evidence of the ability to host the meeting before their bid[s] can be accepted.

C. Funding of AGM

1. The funding of annual general meetings shall be 60% by the National Body and 40% by the state branch hosting the meeting.

2. The state shall however make remittance of 10% of all monies it collect from the state government or other sources in the name of NNAD in lieu of the general meeting to the National Body.
3. Hosting states shall not have the right or power to directly apply to the appropriate federal agencies for funds to host the meeting as only the national body reserve the power to do so.

D. Executive Committee Meetings

The Executive Committee meeting shall be held at least twice a year.

E. National Executive Council's meeting shall be held once a year.

F. Board of Trustees Meeting

The Board of Trustees shall meet to deliberate on matters affecting the association at least once a year.

F. Quorum

1. At every meeting of the Association, the President [or Vice President], the Secretary [or Assistant Secretary], and two other members of the Executive Committee plus 50 percent plus 1 of all active members shall form a quorum.
2. Active members are those who participate actively in most of the activities of the Association, such as attending meetings, responding to assignments, and paying any financial levies imposed on members.
3. The quorum for the Executive Committee shall be the President [or Vice President], the Secretary [or Assistant Secretary], and 50 percent plus 1 of all members of the Executive Committee.

ARTICLE 9: ELECTIONS

A. Qualification for election

1. For a member to be eligible to contest for elective office in the Association, he/she must have been a member of his/her state branch of the association for at least two years or in the case of members living in states other than their own states of origin, he/she must have been a member of the association in his/her state of residence in the past two years.
2. Members seeking elective office must not be owing his/her state branch or the branch in his/her state of residence as the case may be and his/her state branch must not be owing the National Body.
3. Candidates must be nominated, endorsed and forwarded for election by his/her state branch.
4. Candidates for election must have held elective office at state level, zonal coordinators are also included.
5. Candidates for election must be of impeccable character and must not be insane or ex-convict.

6. Candidates who are serving officers in their state branches must resign from their post upon being elected at the National Level. However in the absence of manpower in that state the candidate can retain his/her post in the state.
7. **The minimum age of candidates for all officers shall be 25 years.**
8. Minimum educational qualification for all candidates shall be any deaf who pass out of a secondary school.
9. Candidates for the three key positions of President, General Secretary and Public Relation Officer must have served for no less than 2 years as an executive of a well functioning state branch.
10. Candidates for the posts of President, General Secretary and PRO shall be chosen in this order.
 - A. Educational Qualification [Tertiary Education]
 - B. Experience and exposure
 - C. Good public image and personality
11. All elected officers at the national level shall be required to present their passport photographs for identification purposes with the appropriate federal agencies.
12. Any candidate who wishes to contest for any office in the National Executive Committee individually on ground of discrimination by the state of has serves the state Exco before and is not in the present Exco can present his/her case through the Executive Committee to the National Electoral Committee for approval before he /she is eligible to contest. Such person must not be a liability to the state he comes from or the sate of his residence, which he serve before. He should also possesses all the character required of a would be candidate for election.
13. Candidates for the National Executive post must be fluent in English language and sign language.
14. Candidates seeking office must present his original credentials for screening before he/she is eligible to vote and be voted for.
15. **Students who are eligible are allowed to contest for any post except the post of President, Secretary and Public Relation Officer.**

B. Mode of Election

1. Candidates shall be allowed to stand for election consequent upon the purchase and submission of his/her nomination forms by his/her state branch
2. Nomination forms for the post of President shall be for #1,000 and #700 for all others.
3. All elections shall be by secret ballot
4. A candidate shall deemed to won an election where he/she garners two third majority of the overall votes cast
5. Voters shall be made up of 5 votes from each state present through their delegates.
6. Independent delegates shall not be eligible to vote.
7. Individual seeking office as stated in Article 9 section A, subsection 12 can purchase form on his/her own.

C. Tenure of Office

The tenure of office of each elected officer shall be 2 years in the First instance. Officers shall be eligible for re-election for the same of other office if he/she is re-nominated by his/her state branch through the due processes.

D. Removal of Elected Officers.

An elected officer shall cease to hold office if he/she:

1. resign his/her office
2. cease to be a member of the Association
3. is deceased.
4. Become insane of unsound mind
5. Is found guilty by a court of law for an offence considered prejudicial to the good image of NNADF.
6. Is recommended for removal by a majority vote of members present at any general meeting of the Association.
7. Ceases to reside permanently in Nigeria.

E. Filling of Vacant offices

Any vacant office shall remain vacant until the next national Executive Meeting during which it will be filled by majority vote of members present.

ARTICLE 10. SOURCE OF FINANCE

Sources of finance for the Association shall be:

1. Fees
2. Subvention
3. Voluntary donations
4. Levies

ARTICLE: 11. BANKING

1. The Association shall operate bank accounts. The banker for the National Body shall be the Union Bank of Nigeria Limited. The state branches shall choose their own bankers.
2. Bank signatories shall include the national President, National [or Vice President], Secretary General and the Treasurer. However, before a cheque is signed, any two of the above officers must confer and agree on the purpose for which the cheque is being issued.
3. The President [or Vice President], and Treasurer/Secretary shall co-sign every cheque.
4. The said agreement must be in writing and properly documented.

ARTICLE: 12. ACCOUNTING/AUDITING

1. Records of all incomes and expenditures of the Association shall be properly kept by the National Financial Secretary.

2. Such records must be made available and discrepancies report at every general meeting and/or special meetings of the association.
3. The accounts of the association shall be audited annually.
4. The Board of Trustees shall appoint competent auditors.
5. Reports of Auditors shall be made known at every general meetings of the association.

ARTICLE 13: LEGAL ADVISER

1. The association shall appoint a legal adviser that shall give legal representations, advice and services to it.
2. Such a legal Adviser shall be from a reputable law firm.
3. The Association shall appoint as her legal Adviser the chamber of...

ARTICLE 14: LEGAL SEAT OF THE ASSOCIATION

1. The legal seat of the Association shall be at Abuja but with a liaison office at Lagos.
2. The Association shall, ad interim, rent office space that shall house the Headquarters.

ARTICLE 15: SPECIAL CLAUSE

1. The income and property of the Nigeria National Association of the Deaf whenever derived 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 direct or indirectly, by way of dividend, bonus, or otherwise however by way of profit, to the members of the Nigeria National Association of the Deaf.
2. In event of a winding up of dissolution of the Nigeria National Association of the Deaf, there remains, after the satisfaction of all its debts and liabilities, any property whatsoever the same shall not be aid to or distribute among the members of the Association but shall be given or transferred to some other institution of the deaf, under or by virtue of the special clause hereof, such institution of institutions to be determined by the members of the Association at or before the time of dissolution and if in so far as effect cannot be given be to the aforesaid provision then to some charitable object.
3. No addition, alternation, or amendment shall be made to or in the constitution for th time being in force, unless the same have been previously submitted to and approved to the Board of Registered Trustee.
4. The Association is the sole umbrella body of all other established and such Associations must be affiliated to and recognized by the NNAD for it to be legal.

ARTICLE 16: FORMATION OF BRANCHES

The Nigeria National Association of the Deaf shall, to all extent possible, encourage the formation of branches, However

1. The proposed branch must formally apply to Headquarters.
2. The Executive Committee shall decide if such application should be granted.

ARTICLE 17: AMENDING THE CONSTITUTION

To amend the constitution:

1. A written notice for an amendment shall be submitted to the General Secretary and read at the preceding general meeting before consideration is given to the proposed amendment.
2. A quorum must be present at the meeting considering the amendment, and a vote of not less than two-thirds of those present is required to validate the proposed amendment.

ARTICLE 18: ADOPTION OF THE CONSTITUTION

A majority vote at the general meeting is required to adopt the constitution. A quorum must be present to effect the adoption agreed upon by the Board of Trustees.

ARTICLE 19: DISSOLUTION

1. In the event of a vote passed to dissolve the association, the assets of the association shall be handed over to the Board of Trustees.
2. The Board of Trustees shall ensure that the assets of the Association are used for the welfare of the Deaf in Nigeria.

PRE REVIEW COMMITTEE

SIGNED:

Wale Alade -Chairman, Constitution Review Committee-Oyo State
Austyn Iheonu -Secretary-Imo State
Debo Ogunjirin -Member-Oyo State
Kehinde Akewusola -Member-Lagos State
Ferdyn Amadi -Ex-Chairman, Caretaker Committee Member-Imo State.

