



## **BIRIFOR NATIONAL UNION OF TERTIARY STUDENTS (BNUTS)**

### **CONSTITUTION.**

#### ***PREAMBLE;***

Trusting in the name of the Almighty God of all creation:

With the desire to raise to the highest level, the moral, spiritual, political

and the intellectual standards of Birifor students for worthy emulation of

posterity, we, the Birifor National Union of Tertiary Students, do hereby enact and accept this constitution for running the affairs of the union.

**INTENT:** The main purpose of BNUTS is to gather Birifor students who have gained admissions into the various Tertiary institutions in Ghana and beyond for studies; where changing the narrative of the Birifor student through education is our Hallmark

The structure of the constitution shall include:

### **CHAPTER ONE: THE CONSTITUTION**

#### ***ARTICLE 1: NAME***

##### ***Clause 1***

This constitution shall be called the BIRIFOR NATIONAL UNION OF TERTIARY STUDENTS (BNUTS) Constitution.

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

### ***Clause 1***

Without any prejudice, this constitution shall be the highest supreme instrument for the running of BNUTS affairs

## **ARTICLE 3: THE ENFORCEMENT OF THE CONSTITUTION**

### ***Clause 1***

The National Executive Council and all members of BNUTS shall ensure the enforcement of this Constitution.

## **ARTICLE 4: THE DEFENCE OF THE CONSTITUTION**

### ***Clause 1***

All members of BNUTS shall have the right to defend this constitution with respect to its provisions.

## **CHAPTER TWO: THE BNUTS**

## **ARTICLE 5: MEMBERSHIP**

The requirements to be a member of this union shall include;

### ***Clause(s):***

1. The person shall register with the general secretary to be a member
2. Membership is open to both freshmen and continuing students.
3. Membership is invalid without the person honouring their dues
4. A person shall not be accepted by law to be a member if they deliberately refuse to participate in the activities of the union.

5. The person must be a Brifor by tribe
6. Postgraduate students are eligible to be members
7. Members who complete school are eligible to membership but cannot contest for an executive position.

#### ***ARTICLE 6: MISSION AND VISION STATEMENTS***

Mission: To change the narrative of the Brifor student through education

Vision: To gather all Brifor Tertiary Students across the various institutions in Ghana into one umbrella where we can network, socialize and be of help to one another

### **CHAPTER THREE: THE EXECUTIVE COMMITTEE**

#### ***ARTICLE 7: COMPOSITION***

##### ***Clause (s):***

The executive committee shall be composed of:

1. President
2. Vice president
3. General secretary and deputy
4. Organizing secretary and deputy
5. PRO and deputy
6. Treasurer and deputy
7. Women's Commissioner

**NB:** All portfolios, including the deputies, shall be contested and voted for except the Legal Advisor.

## ***Article 8: FUNCTIONS OF THE EXECUTIVE OFFICERS***

### ***A. PRESIDENT***

#### ***Clause (s):***

- I.** The president shall be the highest spokesperson for the union.
- II.** He or she shall chair all meetings of the union but in the case where he is unavailable, he could delegate powers to any of the executive officers to chair the function
- III.** He or she shall represent the union on official duties but in the event that he is absent, he could delegate powers to any of the executive officers to chair the function.
- IV.** He or she shall be one of the signatories to the union's bank account
- V.** He or she shall supervise the work of the other executives.
- VI.** Shall in consultations with the other executives appoint Committee heads to help in the running of the union.
- VII.** Shall in consultations with other officers appoint a member with good standing to act as an executive in the absence of an executive member or emergency.

### ***B. VICE PRESIDENT***

This person shall perform the following functions;

- I.** Assist the president in carrying out responsibilities.
- II.** Represent the union on official duties in the absence of the president

### ***C. GENERAL SECRETARY***

The general secretary and deputy shall perform the following functions:

- I.** Keep documentary of the union
- II.** Receive letter addressed to the union
- III.** Collect database of members

#### ***D. ORGANIZING SECRETARY***

The Organizing secretaries shall:

- I.** Organise programs, meetings and gatherings of the union.
- II.** Be the storekeepers of any property of the union.

#### ***E. PUBLIC RELATIONS OFFICERS***

- I.** They shall release official communique regarding matters of public concern.
- II.** Disclose outcome of Executive board meeting to members
- III.** Shall release press statements of the union.

#### ***F. WOMEN'S COMMISSIONER***

- I.** Shall be the voice for the ladies of the union
- II.** Shall in consultations with other officers organise programs aimed at impacting the ladies of the union and the general public.
- III.** Shall be a link between the females and males of the union
- IV.** Shall ensure that females of BNUTS see themselves important resource to the union and society at large.

### ***G. LEGAL ADVISOR***

- I.** Shall educate members on their fundamental human rights.
- II.** Shall be the principal legal Advisor for the union

### ***H. TREASURER***

- I.** Shall keep monetary records of the union
- II.** Shall be one of the signatories to the union's bank account
- III.** Shall collect dues from members.
- IV.** Shall read financial report and budget of the union.

## **CHAPTER FOUR: THE EXECUTIVE COUNCIL**

### ***ARTICLE 8: COMPOSITION***

The executive council shall comprise the following

#### ***Clauses***

- 1. National executives of BNUTS
- 2. Campus BRISU presidents or representatives
- 3. Committee heads
- 4. Any other appointee

**NB:** Each campus Brisu shall register with BNUTS with an amount not less than GHs 20.00

### ***ARTICLE 9: FUNCTIONS OF THE EXECUTIVE COUNCIL AND MEETINGS***

***Clause (s):***

- a. The executive council implements all policies of the ruling administration
- b. They shall work to promote the welfare of members
- c. The National Executive Board shall hold an annual general meeting with its members.
- d. In the cases of emergency or urgent situations, the executive committee shall call for an impromptu meeting.

## **CHAPTER FIVE: TERM OF OFFICE**

### ***ARTICLE 10: EXECUTIVE OFFICER***

#### ***Clause (s):***

1. All elected executives of BNUTS shall hold power for one year.
2. An executive officer can only contest for an election for two consecutive years.
3. Any executive officer found guilty by the Judicial board not to have discharged their duties in the previous term in office is guilty of the law and is not eligible to contest for an executive position again.
4. An executive officer found guilty by the Judicial board to have put the name of BNUTS into disrepute by representing the union with false information shall cease to be an executive.
5. In the case of emergency such as death, sickness and among others, the president in consultation with the national executive board shall appoint an acting executive to occupy the vacant position until such a time that a by-election is conducted to permanently get the executive officer. ie interim executives shall be appointed to serve till the time by-elections are conducted to permanently get executives

### ***ARTICLE 11: APPOINTEES /COMMITTEE HEADS/AD HOC EXECUTIVES***

#### ***Clause(s)***

1. All nominated or appointed executive members shall also hold power for one year
2. Any appointee found guilty by the Judicial board not to have discharged their duties in the previous term in office is not eligible for re-appointment

## **CHAPTER SIX: REMOVAL FROM OFFICE**

### ***ARTICLE 12: EXECUTIVE OFFICERS/APPOINTEES/ELECTORAL COMMISSION/JUDICIAL BOARD/OTHER OFFICERS***

The above-mentioned officers in this article shall cease to be executives for the following conditions or reasons;

#### ***Clause (s):***

- I.** If he acted in violation of the provisions made in this constitution without justifiable reasons
- II.** If he embezzled the union's funds
- III.** If he is negligent of duties
- IV.** Impeachment

## **CHAPTER SEVEN: THE ELECTORAL COMMISSION**

### ***ARTICLE 13: COMPOSITION***

***Clause (s):*** The Electoral Commission shall be composed of

1. The Electoral Commissioner
2. Two deputies



## ***ARTICLE 14: QUALIFICATIONS FOR THE ELECTORAL COMMISSION MEMBERS***

### **Clause**

1. A member must be knowledgeable in electioneering processes
2. A member must be able to collate and compile election results
3. A member must have a fair knowledge in computing or IT

## ***ARTICLE 15: REQUIREMENTS TO CONTEST AN ELECTION AND NOMINATIONS***

### ***Clause (s):***

1. A person willing to contest for an executive position must have paid or settled all his or her dues.
2. The presidential seat shall be contested for by members from Level 200 and above.
3. A person willing to contest for an executive position must obtain a nomination form from the Electoral Commissioner, the form should be signed and returned to the chairperson of the Electoral Commission within the stipulated time given
4. The applicant must have participated in the majority of the union's activities either face to face or online.
5. Members with disability issues are eligible to contest for an election
6. Price for the nomination forms shall be determined by the Electoral commissioner and approved by the Executive Council members
7. The nomination form of an applicant shall be approved and signed by 5 registered active members to validate it

8. Nomination forms shall be opened by the Electoral Commissioner in the **first week** of **December every year, and the forms shall be available for 1 week**

9. General elections shall be conducted in the **second week of December every year**

#### ***ARTICLE 16: CONDUCT OF ELECTIONS***

##### **Clause(s):**

- Elections shall be conducted online via a Google form link and other convenient means available for the meantime
- The mode of election shall change to be an in-person activity after the union has been equipped with resources to do so.
- An applicant is not eligible to be voted for without going through the vetting process.
- An applicant can only be voted for if their names are in the candidates' list.
- A candidate must score 70% and 60% from the vetting for the presidency and other portfolios respectively to be qualified for an election
- Elections shall be conducted within 24 hours from 8am to 5pm of the day.
- Election schedule shall be released by the Electoral Commission 3 days to the effective day for the voting.

#### ***ARTICLE 17: MODE OF VOTING***

##### **The voting process includes;**

##### ***Clause(s):***

- Voter's register shall be compiled by the Electoral Commission one week to the election.

- The register shall be sent to members to cross check their details.
- Registered members shall be required to upload the following documents to be able to vote.
- Admission letter/ Photo of a valid Student ID card

#### ***ARTICLE 18: REMOVAL OF CANDIDATURE***

##### ***Clause (s):***

1. Any candidate who for one reason or the other wants to resign from the contest must write an official letter addressed to the Electoral Commissioner stating clearly the reasons for withdrawal.
2. A candidate shall be banned from contesting when found by the Judicial Board to have violated any of the regulations set up by the Electoral Commission regarding the election.
3. A candidate found to have provided false information about himself or herself in trying to win elections shall be disqualified by the Electoral commissioner.

#### ***ARTICLE 19: DECLARATION OF ELECTION RESULTS***

##### ***Clause (s):***

1. Election results shall be declared by the Electoral Commissioner in 24 hours after the voting.
2. The Electoral commission shall explain to the house after they have failed to declare the results in the stated number of days in this article
3. A candidate shall be declared a winner by simple majority of the total votes cast.
4. In the case of a tie between candidates, the Electoral Commissioner shall organise different elections to determine the winner.

## ***ARTICLE 20: CHALLENGING OF ELECTION RESULTS***

### ***Clause (s):***

1. Any person or group of persons who are not satisfied with the results declared can officially write to the chairperson of the Judicial board for hearing.
2. Results can only be challenged 24 hours after declaration
3. The chairperson of the Judicial board shall declare the results invalid when found not to meet the provisions made in this constitution

## ***ARTICLE 21: BY-ELECTION***

- Following resignations, impeachment, vote of no confidence, death, etc., a byelection shall be held within fourteen (14) days of vacation of an office.
- By-elections shall be conducted as stipulated in Article 21 of this Constitution.
- The Judicial Board shall act in that capacity till the bye-elections are conducted and the vacancy(ies) is/are filled
- Notwithstanding any other provision of this Constitution, members of Executive Board and Judicial Board shall be eligible for re-election. No executive member may serve for more than two (2) terms.
- If any member of the Electoral Commission wishes to stand as a candidate in any election, he/she shall resign this position at least 14 days before the date set for the elections.

## ***ARTICLE 22: CAMPAIGN***

### ***Clause (s):***

1. Campaigning is open to all aspirants and their supporters
2. An applicant cannot begin campaigning without going through the vetting process

3. An applicant cannot campaign after the time stipulated for campaigning has elapsed.
4. Members can only release a flyer declaring their intentions to contest for an election without indicating the definite position in the flyer until the time that the Electoral Commissioner announces that they can disclose the positions vying for.
5. A candidate found by the Judicial board to play ill- politics shall be brought to book accordingly
6. Any candidate who contravenes any of the above stated regulations in this article shall face the full rigours of the law and the necessary sanctions applied. Ie. The applicant will be disqualified after he or she has failed to provide correct documents and information regarding the matter.

## **CHAPTER EIGHT: THE JUDICIARY**

### ***ARTICLE 23: COMPOSITION***

***The Judicial board shall consist of***

***Clause(s):***

1. The chairperson of the board
2. Two deputies

### ***ARTICLE 24: QUALIFICATIONS FOR THE MEMBERSHIP OF THE JUDICIAL BOARD***

***Clause(s):***

***A person is only qualified to be a member of the Judicial board in the following ways:***

1. Having knowledge in legal matters
2. Well versed in court proceedings

3. Being able to interpret the constitution
4. Not found to violate any provision made in this constitution.

## ***ARTICLE 25: FUNCTIONS OF THE JUDICIAL BOARD***

### ***Clause (s)***

#### ***The Judicial board shall perform the following functions:***

1. Interprets the constitution of BNUTS
2. Responsible for the amendment of the constitution
3. Receives petitions from members seeking for the amendment of the constitution
4. Ensures that the executive committee works in line with the provisions made in this constitution
5. Mets out sanctions to any Executive officer who goes contrailly to this constitution.
6. Swears both incoming and outgoing Executives into office and out of office respectively.

## ***ARTICLE 26: POWERS OF THE JUDICIAL BOARD***

### ***Clause(s):***

1. The chairperson of the Judicial board shall have the power to declare election results invalid when found not to meet the expectations of the electorates.
2. The chairperson of the Judicial board shall have the power to form a Committee to sit for the amendment of the constitution.
3. The chairperson of the Judicial board shall have the power to remove an executive officer from office who has failed to swear in the executive oath.

4. The chairperson of the Judicial board shall have the power to remove an executive officer from office after failing to perform their functions and found guilty of the law.

## **CHAPTER NINE: COMMITTEES / APPOINTMENTS**

### ***ARTICLE 27: COMPOSITION***

***The president and the other Executives shall form the following committees and Commission***

***Clause(s):***

1. Disciplinary Committee
2. Judiciary committee
3. Electoral Commission/vetting committee
4. Constitutional Committee
5. Financial committee
6. Educational Committee
7. Entertainment Committee
8. Organizing committee/project committee
9. Digital, Graphic, and Publicity Committee

### ***ARTICLE 28: QUALIFICATIONS FOR THE MEMBERSHIP OF THE COMMITTEES***

***Clause(s):***

***A member in any of the Committees in chapter 9 must have in depth knowledge of the various areas and must be committed to discharging duties.***

1. The Committee shall be desolved after achieving its purpose

2. A person can only be a member in any of the Committees if he or she pays the dues

## ***ARTICLE 29: FUNCTIONS OF THE COMMITTEES***

*Clause(s):*

### ***A. Organizing Committee (5- member committee)***

Shall be responsible for the organization of programs, meetings, seminars, among others.

### ***B. Financial Committee (5- member committee)***

1.Shall be responsible for collating ideas on how to generate funds for the union

2.Shall mobilize funds for programs.

### ***C. Constitutional Committee (5- member committee)***

Shall be set up to draft a constitution and submit it to the house for scrutinization and approval.

### ***D. Entertainment Committee (3- member committee)***

Shall be set up to be responsible for music and gadgets during programs of the union.

### ***E. Educational Committee (5- member committee)***

Shall be set up to be responsible for conducting research on the quality of education of the Brifor student across the globe.

### ***F. Project Committee (3- member committee)***

Shall be set up to be responsible for implementation of any project brought by the executive committee.



***G. Vetting committee (5- member committee)***

Shall be set up to be responsible for screening applicants for the various portfolios.

NB: The president shall appoint Committee heads

**CHAPTER TEN: FINANCES**

**ARTICLE 30: FUNDS**

***Clause(s)***

1. The sources of funds for the union shall be from the dues, soliciting from benevolent individuals and other means
2. Funds raised will only be used to run the activities of the union
3. There shall be no borrowing of the union money

4. Any executive who is found to have embezzled the union's money after being proved guilty by the law shall cease to function as executive and pay back the amount embezzled.
5. A registered member shall pay dues of GHS 5.00 per academic semester

#### ***ARTICLE 31: EXPENDITURE***

##### ***Clause(s):***

1. The executive board shall account for their spendings before handing over to the next administration.
2. Members shall have the right to table their questions before the Executive board for clarification on their spendings.
3. Financial budget shall always be brought before members for approval by considering majority views.

#### ***ARTICLE 32: SIGNATORIES TO THE UNION'S ACCOUNT***

##### ***Clause (s):***

1. The signatories to the union's bank account shall include the president, general secretary and the treasurer
2. The president and any other available executive shall sign for money withdrawal.
3. The patron shall be signatory to the union account.

### **CHAPTER ELEVEN: CONSTITUTION AMENDMENT/REVIEW**

#### ***ARTICLE 33: DURATION FOR AMENDMENT***

##### ***Clause (s):***

- a. The constitution shall be amended anytime members feel that certain provisions necessary for the upkeep of the union are not captured due to their transformational lives in society.

#### ***ARTICLE 34: PROCEDURE FOR AMENDMENT***

##### ***Clause(s)***

- a. The Judicial board shall form a constitutional review committee to receive petitions from members seeking for the amendment.
- b. 2/3 of the membership shall effect the review of the constitution

### **CHAPTER TWELVE: MEMBERS**

#### ***ARTICLE 35: RIGHTS OF MEMBERS***

##### ***Clause(s):***

1. All members shall have the right to defend any provision made in this constitution.
2. All members shall have the right to use any property of the union if any.

## **ARTICLE 36: RESPONSIBILITIES OF MEMBERS**

### *Clause(s):*

1. It is obliged unto members to protect the image of the union
2. Members shall be obliged to manage any property of the union.

## **CHAPTER THIRTEEN: HONORIAM**

### **ARTICLE 37: Executive officer**

#### *Clause(s):*

1. All Executive officers shall be given certificates of honor after their tenure of office
2. Any other appointee/Committee heads/Board chairperson/Commission head shall also be honored with certificates after their tenure of office.

## **ARTICLE 38: INDEMNITY**

### Clause(s):

1. Members of the Executive Board shall be indemnified out of the assets and bank account(s) of the Association against any liabilities that may be incurred on behalf of the Association, provided that such liabilities have been incurred in the legitimate and lawful execution of their duties as assigned them under this Constitution.

## **ARTICLE 39: GENERAL ASSEMBLY**

### Clause(s):

- I. Composition

1. There shall be a General Assembly which shall comprise the members of the Executive Board, Executive Council, Chairpersons of Standing Committees and all local presidents and from each member tertiary institution.
2. Election of General Assembly members from each class shall be done by the respective classes five (5) clear days after the election of the executive officers
3. Members of the GA shall before assuming office take and subscribe to, either at a public gathering, at the first General Assembly Meeting or any other general meeting of the General Assembly, the General Assembly Members' oath set out in Schedule Two of this Constitution.
4. The General Assembly, at their first meeting, shall elect a Speaker, Deputy Speaker and Clerk; the election process shall be supervised by the Electoral Commissioner

II. Functions of the leadership of the General Assembly a) The Speaker shall

(a)

1. Maintain all provisions of this Constitution;
2. Preside over all meetings and be a non-voting member of the General Assembly;
3. Maintain Order in the house at all times;
4. Perform any other duty assigned to him/her by the General Assembly.
5. In the absence of the President, act as the President when the offices of the Vice-President and Secretary are vacant by reason of resignation, removal or death of the incumbent until such a time that fresh elections are conducted to fill the vacancy.
6. Before assuming office, take and subscribe before the General Assembly at its first sitting, the Speaker's Oath.

**b) The Deputy Speaker shall**

- i. Assist the Speaker in the performance of his/her functions; ii. Preside over all General Assembly meetings in the absence of the Speaker.
- iii. Perform any other function(s) assigned to him/her by the Speaker and/or the General Assembly.
- iv. Before assuming office, take and subscribe before the General Assembly at its first sitting, the Speaker's Oath.

**c) The Clerk shall**

- i. Keep and maintain true and accurate minutes and records of all proceedings of the General Assembly;
- ii. Take charge of all correspondence of the General Assembly;
- iii. Write and distribute all notices on the instruction and/or directions of the
- iv. Speaker and/or the General Assembly;
- v. Perform any other function(s) assigned to him/her by the Speaker and/or the General Assembly.
- vi. Within ten (10) days on assumption of office publish the list of the General Assembly membership
- vii. Before assuming office, take and subscribe before the General Assembly at its first sitting, the Oath of Office.

**III. Meetings**

- a) The General Assembly shall meet at least two times in an Academic Year.
- b) The General Secretary of the BNUTS shall in writing notify members of such meetings specifying the agenda or agendum not less than 2 clear days to the date of the meeting.
- c) The quorum for a General Assembly meeting shall be:

i. Three (3) Executive Officers including the President or the Vice President, and the General Secretary except in cases when the General Secretary cannot be present and has communicated it to the other Executive Officers. In such case, an Executive Officer other than the General Secretary shall act in his or her capacity.

ii. Notwithstanding, in the case where the Representative of any institution is unable to attend a General Assembly meeting, his or her assistant or another representative of the said institution shall stand in his or her stead for purposes of quorum; the General Secretary or his/her representative shall be duly notified about this arrangement in **writing**.

#### **IV. Emergency Meetings**

a) the Executive Board through the General Secretary may request in writing for an emergency meeting.

b) Any five (5) members of the General Assembly may request for an emergency meeting provided that notice of such request shall be given in writing and that the agenda or agendum which ever may be appropriate shall be attached and delivered to the General Secretary of the Association.

c) In the case of Clause IV(b) of this Article, the General Secretary shall in consultation with the Executive Board summon such a meeting within 3 days of such request.

d) The Electoral Commissioner in writing to the General Secretary can also call for an emergency or special meeting of the GA in the discharge of his/her duties.

e) In the case of Clause IV(d) of this Article, the General Secretary shall summon such a meeting within 3 days of such request.

#### **V. Decision Making**

a) The General Assembly shall be the highest decision-making body of BNUTS and all issues concerning BNUTS shall be decided at General Assembly meetings.

b) The General Assembly shall on its own initiative consider and make recommendations on any matter provided for in this Constitution or affecting the welfare and interests of students.

d) For the avoidance of doubt, it is hereby declared that proceedings of the General Assembly shall not be inconsistent with the letter and spirit of this Constitution.

e) The proceedings of emergency meetings shall be communicated by the General Secretary to the members of BNUTS within seventy-two hours after the close of such proceedings. Copies of the proceedings shall be made available to all members of the Association through platforms generally accepted and recognized by the Association as its official communication platforms.

## **VI. Tenure of Office of Members of the General Assembly**

a. A member of the General Assembly shall vacate his or her seat in the General Assembly

i. Upon a dissolution of the General Assembly; or

ii. If he or she is expelled from the General Assembly after being found guilty of contempt of the General Assembly by the Judicial committee; or

iii. If he or she is removed from office as a Representative by his or her institution or as a committee head or as a result of impeachment of an executive officer under this constitution.

b. The General Assembly shall stand dissolved on the eve of the handing over to the new Executive officers.

c. The GA shall be reconstituted in accordance with Article 39(1) of this Constitution and members sworn into office by the Chair or Speaker of the General Assembly.

## **VII. Standing Orders during Meetings**

1. Each full member of the BNUTS shall be entitled to one vote.

2. Voting privilege shall include the right of members to make or second motions of nominations. 3. All motions must have a proposer and a seconder. The proposer shall have the right to explain his or her motion before the substantive motion is seconded. The motion shall be open to discussion.

4. The mover and seconder of a substantive motion shall have the right to amendment and if accepted, shall be part of the substantive motion. A rejected amendment shall be put to the house at the insistence of the mover of the amendment. No other amendments shall be discussed until that under consideration has been dealt with.



5. The debate must deal with the subject being discussed. The President/Chair should bring back to order any speaker failing to adhere to the subject under discussion.

6. A Point of Order must be heard at all times of deliberations except during the act of voting. It must deal with the conduct of procedure of meetings and concern only indecorum in transgression of standing orders, and calling attention to the introduction of matters not pertaining to the issue under consideration.

7. A Point of Information is one where information is asked for, from or given to the speaker. If information is desired of a person holding the floor, he/she may decide whether he/she wishes to be interrupted at that time.

8. The Chair shall equalize the discussion for and against all motions unless the majority of delegates decided to the contrary. At any time, delegates may ask for a ruling from the Chair on any point of the Constitution or Standing Orders, provided that the point is a relevant one and direction shall be asked for and be given on Point of Order.

9. In the debate of any question, each delegate shall have the right to speak, except that a member who has already spoken on the question cannot make a second speech on the same question so long as a member who has not spoken desires the floor.

10. Every speaker shall address himself or herself solely to the Chair. If two or more members rise to speak at the same time, precedence shall be given to the one who first catches the attention of the Chair.

#### **Article 40: Property of the Association**

1. All property, movable and immovable, of every description now or hereafter belonging to BNUTS shall remain and be rested in BNUTS.

2. All trust and instruments of similar legal effects, for or executed or to be executed by the BNUTS in accordance with the provisions of this Constitution shall inure to the benefit of BNUTS.

#### **Article 41: Conduct and Disciplinary Procedures**

1. Every member shall comport himself or herself in a manner that is in consonance with the Mission and Vision of the Association and this Constitution.

2. Each member shall contribute in a way possible to promote, uphold and defend the good image of the Association.
3. Any member of the Association may bring to the notice of the Executive Board in writing to the General Secretary any act(s) of misconduct of a member.
4. Upon receipt of a report, a committee of enquiry of at least three (3) members shall be appointed by the Executive Board to investigate the matter and recommend appropriate disciplinary actions to be taken in any of the following forms:
  - i. Written apology from the said member
  - ii. Caution from the Executive Board
  - iii. Any other forms of disciplinary actions as the Association may deem appropriate depending on the gravity of the offence.
5. In the event where a member, some or all members of the Executive Board is/are involved in a case of misconduct, the committee of enquiry shall be appointed by members present at a General Meeting or an emergency meeting convened for such a purpose and empowered to investigate and recommend to the General Assembly for appropriate actions to be taken against them.

#### **Article 42: Dissolution of the Association**

1. Any proposal to dissolve the BNUTS shall originate from the Executive Board or from at least three-fourth (3/4) of all the Association's members.
2. A move for a motion of dissolution can be made and the mover has the right to explain his or her motion before the motion is seconded. The motion shall be opened for discussion.
3. The mover and seconder of the motion shall have the right to amendment and if accepted shall become party to the substantive motion.
4. At least three-fourth (3/4) of the members of the Association shall vote in favour of a dissolution.

### **Article 43: Patron**

1. BNUTS shall have one Patron:
2. The period of service of the Patron shall be extended by the Executive Council as may be appropriate unless a particular Patron objects to remain as a Patron
3. Patrons shall play advisory roles to the Executive Board, such as finances, purchases, inventory of assets owned by the Association and handing over of items between successive executive officers
4. The Patron shall be a signatory to the Association's Bank Account

### **ARTICLE 44: Handing over**

Clause(s);

1. Handing over shall be done one week after the election of new Executives

### **SCHEDULE 1: PRESIDENTIAL OATH**

I, ..... having been elected to the high office of

President/Vice President of the BNUTS, do hereby in the name of God swear (solemnly

affirm) that, I will be faithful and true to the BNUTS, that I shall strive at all times to preserve,

protect and defend the Constitution of the BNUTS and: I hereby dedicate myself wholly,

without fear of favour, to the service and welfare of the members of the BNUTS.

I further solemnly swear (affirm) that, I will conform to the principles of strict

accountability financially and otherwise; and that should I at any time break this Oath of Office, I shall submit myself to the dictates of the BNUTS Constitution and suffer the penalty for it. (So help me God).

## **SCHEDULE 2:**

### **EXECUTIVE OFFICERS' OATH**

I, ..... having been elected to the office of

.....of the BNUTS, do hereby in the name of the

Almighty God swear (solemnly affirm) that, I will at all times faithfully and truly serve the

BNUTS in my capacity as ....., that I will support and

uphold the principles of meticulous accountability financially and otherwise, and that I will

seek the welfare of the members of the BNUTS. I further swear

(affirm) that should I at any time break this Oath of Office, I shall submit myself to the

penalty prescribed by the BNUTS Constitution . (So, help me God).

### **SCHEDULE 3**

#### **JUDICIAL OATH**

I, ..... having been appointed/elected as a member of the

Judicial Board, do in the name of the Almighty God swear (solemnly affirm) that I will

bear true faith and allegiance to the BNUTS as by law establish; that I will uphold the

sovereignty and integrity of the BNUTS; and that I will truly and faithfully perform the

functions of my office without fear or favour, affection or ill-will; and that I will at all times

uphold, preserve, protect and defend the Constitution and laws of the BNUTS. (So, help me God).

#### **Schedule 4: Oath for Members of the General Assembly**

I..... having been elected to the General Assembly of BNUTS do hereby in the name of God, solemnly affirm that I will bear true faith of allegiance to the Constitution of BNUTS and uphold, preserve, protect and defend the Constitution of BNUTS and expose with faithful zeal any act of commission or omission or any other matter that would undermine the Constitution of BNUTS. SO, HELP ME GOD.

To be sworn at the first general meeting of the General Assembly and administered by the Speaker of the General Assembly.

#### **Schedule 5: The Speaker's Oath**

I, ..... having been elected as the Speaker/Deputy Speaker/Clerk of the General Assembly, do in the name of the Almighty God swear that I will bear true faith and allegiance to BNUTS as by law established; that I will uphold the sovereignty and integrity of BNUTS; and that I will truly and faithfully perform the functions of my office without fear or favour, affection or ill-will; and that I will at all times uphold, preserve, protect and defend the Constitution and laws of BNUTS. I further solemnly swear that I shall not be wanting in the discharge of my responsibilities as Speaker/Deputy Speaker/Clerk nor place myself in such a position as to frustrate the efficient functioning of the General Assembly and BNUTS. SO, HELP ME GOD.

To be sworn at the first general meeting of the General Assembly and administered by the Chairperson of the Judicial Board.

This Constitution was approved on this day ..... of .....,2023

Members who agreed that the Constitution is valid and should be approved:

[illegible]

