THE CONSTITUTION OF KERYGMA FOUNDATION

PREAMBLE

We, the members of KERYGMA FOUNDATION a not for-profit and non-political organisation do firmly and solemnly resolve to provide for numelves a constitution and to be governed by the provisions therein contained.

ARTICLE 1: NAME

The name of the Association is INCORPORATED TRUSTEES OF RELEVANTA FOUNDATION

ARTICLE 2: ADDRESS

The address of the Association shall be: PLOT 30, OGOMBO ROAD, OFF SANGOTEDO CDA, ETI-DRA/LEKK), (LAGOS), LAGOS)

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ARTICLE 3: AIMS AND OBJECTIVES

The aims and objectives of the association are:

- To preach the gospel of Jesus Christ and cater for the needy.
- To publicize and translate Bible into several African languages for the propagation of Jesus Christ.
- To create a platform for the preaching of the gospel of our Lord Jesus Christ mainly 3 to the large population below the poverty line.
- 4 To empower the marginalized by providing for basic skills to compete in life.
- To support organizations that caters for the needs of the orphans, motherless, sick 5 and missionaries.
- To focus attention of government and non governmental agencies on a need to promote rural urban areas for consistent improvement of the educational environment to enable the upliftment of youths.

ARTICLE 4: TRUSTEES

- A. The Trustees of KERYGMA FOUNDATION for the propose of the Companies a Matters Act CAP C20 LFN 2004, shall be elected at a General Meeting charged responsibility of selecting the Trustees with 2/3 majority votes of the
- B. Such Trustees (Hereinafter referred to as, "The Trustees") shall not be than 8 in number.
- C. A Trustee may hold office for 2 years but shall cease to hold office if he:
 - a. Resigns his office
 - b. Ceases to be a member of the registered Trustees of the body.
 - e. Becomes insane

d. Is officially declared bankrupt

- e. Is convicted of a criminal offence involving dishonesty by a Court of competent jurisdiction
- f. Is recommended for removal from office by a board of Governors and Trustees majority vote of members present at any General Meeting of the body

g. Ceases to reside in Nigeria

D. Upon a vacancy occurring in the number of Trustees a General Meeting will be held to appoint another eligible member of the Association.

ARTICLE 5: COMMON SEAL

A. The Trustees shall have a Common seal.

B. Such seal will be kept in the custody of the SECRETARY who shall produce it when required for use by the Trustees.

C. All documents to be executed by the Trustees shall be signed the signed the sumber of them and sealed with the Common seal.

Certifical Common seal. CCTLIFICA TONE CODI

A D JAN 200 ARTICLE 6: MEETINGS

For effective administration of the Association, there shall be the following meetings

SX	MEETING NAME	MEETING QUORUM
-	Annual General Meeting: The annual general meeting of which all members are required to he present. It shall hold once in a year at a venue to he decided by the general assembly. It shall be presided over by the President or his vice (in his absence).	Two-Third (2/3m) membership presence at any meeting shall ferrors morum. The meeting(s) shall see to the day-to-day running of the Foundation, and shall take all important of the position of the Foundation of t
2	Periodic Meeting: The periodic meeting shall hold once in a month at the registered office address.	Two-Third (2.3-d) membership presence of any meeting shall form a sporum. The meeting(s) shall see to the day-to-day running of the Poundation, and shall take all important decisions.
3	Executive Meeting: Executive meetings shall be held at least once in a quarter.	Two-Third (2/3rd) membership presence at any meeting shall form a quorum. The meeting(s) shall see to the day-to-day running of the Foundation, and shall take all important decisions.
1	Board of Trustees: The trustees shall meet at least twice in a year.	Two-Third (2/3rd) membership presence at any meeting shall form a quorum. The meeting(s) shall see to the day-to-day running of the Foundation, and shall take all important decisions.
5	Emergency meetings: may be convened by the General Secretary acting in consultation with the president.	Two-Third (2/3rd) membership presence at any meeting shall form a quorum. The meeting(s) shall see to the day-to-day running of the Foundation, and shall take all important decisions.

0 D JAN 2020

Name

Signature

APPROVED BY

NASO

ARTICLE 7: GOVERNING BODY

There shall be the following officers for the Foundation. ? President ? Vice President ? Secretary ? Financial Secretary ? Treasurer ? Public Relation Officer OFFICERS/DUTIES (A) THE PRI SIDENT (i) Shall discharge any other duties that are reasonably incidental to his office. (ii) Shall be one of the signatories in all financial matters of the Foundation. (iii) The President shall be the first member and the head of the Foundation and of the executive who is also the chairman. (iv) Shall represent or delegate to an executive member the authority to represent the Foundation within ourside the Foundation, (v) Shall summon all executive meetings in consultation with the General Secretary and preside over such meetings. (II) THE VICE PRESIDENT: (i) He shall perform such duties as may be assigned to him by the President, (ii) He shall act on the responsibilities of the President in his absence. (iii) He shall chair the Committee of the Foundation -Year Anniversary (C) SECRETARY (i) Shall have the custody of the Foundation's seal. (ii) Shall complete and present a general report on the activities of the Foundation. (iii) Shall conduct and deal with all official correspondence of the Foundation (iv) Shall summon meetings of the executive on the recommendation of the President. (v) Shall keep minutes and record of such meeting in (ii) above, (vi) Shall discharge all such duties that are reasonably incidental to his office. (D) FINANCIAL SECRETARY: (i) Shall make a complete list of payments collected. (ii) Shall collect all money payable to the Foundation through meetings, (iii) Shall make financial reports available to all raembers of the Foundation at least a month before handing over to new lixecutives and shall keep proper records of finances of the Foundation. (iv) Shall receive all donations on behalf of the Foundation. (E) THE TREASURER (i) Shall be a signatory to the Foundation Account (ii) Shall keep a ledger Account which will show Income and Expenditure. (iii) Shall keep all Bank transactions of the Foundation. (F) PUBLIC RELATIONS OFFICER i. Shall preside over public relation committee, ii. Shall publicize the activities of the Foundation as directed by executive cou seil, iii. Shall project the image of the Foundation to the public requiredy and suggest ways of eou seil, iii. Shall project the image of the Foundation to include the foundation better, iv. Shall issue releases and put incompatible for the comments to making the Foundation better, iv. Shall issue releases and put incompatible for the comments to the foundation better. INCORPORATED TRUSTEE

ARTICLE 8: SOURCES OF INCOME

The sources of income for the Association shall include:

- 1 Voluntary donation
- 2 Special Levy from the members
- 3 Funds accruing from organized programmes of the Foundation.

ARTICLE 9: DISBURSEMENT AND APPLICATION OF FUNDS

Such funds shall be applied exclusively to the purpose of the Foundation his miles has directed by the Governing body and approved by the general meeting to achieve the alone Revenues of the 17 DEC 2019

ARTICLE 10: KEEPING ACCOUNT

The Foundation shall open an account or accounts in any reputable bank at banks and the signatories to the account(s) shall be the President, the Treasurer/Financial Secretary and the Secretary-General provided any two of the signatories shall be sufficient for withdrawal from the account at any given time. The Foundation shall ensure the accurate keeping of record of all income and expenditure.

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RTICLE II: APPOINTMENT OF AUDITOR(S)

- Independent qualified and licenced Auditors shall be appointed by the general meeting to audit
 the financial records of the Association annually and submit an audited report to the Annual
 General Meeting of the Association.
- The audi ed financial statements (balance sheet and income and expenditure account) duly certified by independent auditors shall be annexed to the annual returns and file with the Corporate Affairs Commission.

ARTICLE 12: AMENDMENT OF CONSTITUTION

The Association may alter the provision of its Constitution at a General Beeting of the Personal Control of the Control of the

ARTICLE 13: SPECIAL CLAUSE

- I. THE INCOME AND PROPERTY OF KERYGMA FOUND AFION Alian 86 applied solely towards the promotion of the objective of the body as set forth in this RULES AND REGULATION 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 Association.
- 2. PROVIDED that nothing berein shall prevent the payment in good faith, or reasonable and proper remuneration to any officer or servant of the Association in return for any service actually rendered to the Association:
 - a. With the exception of ex-officio members of the Governing Council, no member of the Council of Management or Governing Body shall be appointed to any salaried office of the Association or any office of the Association paid by fees; and
 - b. No remuneration or other benefit in money or money's worth shall be given by the body to any member of such Council or Governing Body except repayment of out of pocket expenses or reasonable and proper rent for premises demised, or let to the Association or reasonable fees for services rendered.
 - 3. If in the event of a winding up or dissolution of the corporate body there remains after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Association but shall be given or transferred to some other institutions, having objects similar to the object of Association, such institutions to be determined by the members of the Association at or before the time of dissolution.

If effect cannot be given to the aforesaid provider CARAFE No Feinstiming property shall be transferred to some charitable object.

VERIFICATION

APPROVED BY:

Dated this 20th

day of

Aug MANE

2019

Signature of Chairman

Signature of Secretary & Date

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MUSELL DEMILIAN E BEATRICE or of Chairman & Tel. No. 08138 203147 Name of Secretary & Tel. No.

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