

# **THE REVOLUTIONARY NATIONAL YOUTH LEAGUE- CDC**

## **CODE OF CONDUCT**

## **Table of Contents**

- A. Introduction
- B. Classification of Offences
  - 1. General Guiding Principles
  - 2. Grave Offences
  - 3. Serious Offences
  - 4. Violation of Discipline
  - 5. Abuse of Organizational Rules
  - 6. Disciplinary Procedures
  - 7. Disciplinary Structures
  - 8. The Right of Appeal
  - 9. Schedule of penalties
  - 10. Articulation with the CDC By- Laws

## **A. INTRODUCTION**

The Revolutionary National Youth League is an organization of the Youth of Liberia who are part of the Congress for Democratic change who have the desire to build a united, non-sexist and democratic country, have voluntarily joined together and accepted a common discipline. The basic rights and duties of our members are therefore set out in the basic documents of the organization, namely the Constitution and By-laws of our party.

We seek to create our own standards based on the backgrounds of our struggle in line with our set political goals for national democracy and emancipation,

This is a document with which by its nature needs to be studied and understood by the whole membership, for in the last recourse, it is high political consciousness and the voluntary assumption of rights and duties by members, which lies at the heart of all discipline.

### **SECTION 1. General Guiding Principles for Classifying Offenses and Violations of the Code of Conduct.**

- 1.1 The difference between a Grave Offence and a Serious Offence lie in the degree to which the offender's conduct is directed towards destroying, subverting or neutralizing the effectiveness of the organization. In considering whether an offence should be classified as grave, regard should be given both to the seriousness of the actual offence and the potential consequences of the conduct that led to the commission of the offence.
- 1.2 The difference between a serious offence and a violation of Discipline shall lie in the degree of intent of the offender, the extent, of the actual repetition and what would normally be regarded as a breach of discipline.

### **SECTION 2. Grave Offences Against the organization and Members**

#### **2.1 Definition**

A person/s shall be charged with Grave offence against the organization if :

2.2.1 with intent to destroy the integrity of the organization, its personnel, property or its organizational capacity, he /she:

- I. Sabotages the activities of the Youth League;
- II. Creates divisions within its ranks;
- III. Impedes its proper functioning;
- IV. Destroy or threatens to destroy image of the League;
- V. Cause grievous bodily harm including rape or attempting to rape;

- VI. Engage in activities or the spread of misinformation with the objective of turning the public against the institution;
- VII. Does any other act calculated to undermine the effectiveness of the organization.
- VIII. Conviction in a court of law and sentenced to a term of imprisonment without the option of a fine, for any serious non-political offence.

2.2.2 Sexual assault, sexual harassment whether verbal or physical or the physical abuse of women or children or in any other way seriously offending the dignity of all members;

2.2.3 Infiltrate the organization, acting on behalf of or in collaboration with:

- I. Other organizations , parties or groups inimical to our policy and principles of the league;
- II. Any person or group who wishes to destroy the organization or prevent it from fulfilling its set aims and objectives central to which is the transformation of Liberia.
- III. Counter –revolutionary forces.

2.2.4 Being already a member of the CDC Youth League, establishes or maintains contact with any of the above bodies.

### 2.3 Exceptions, Defense and Mitigating Circumstances

2.3.1 Paragraph 2.2.3 shall, not apply to any person who maintained such contact with the knowledge of responsible organs of the RNYL-CDC with a view to securing the interest of the organization.

2.3.2 It shall be a defence for anyone mentioned in paragraph 2.2.4 to prove that he /she took the first opportunity to reveal the contact to the appropriate organs of the RNYL-CDC and reduce any possible damage that may have been caused;

2.3.3 It shall be a mitigating factor , to be considered when weighing the appropriate penalty , for any accused to prove that he /she has taken steps in collaboration with such organization to reduce the damage caused by his/her collaboration with such organization or individuals and demonstrated his/her loyalty even at a later stage.

## SECTION 3. Serious Offenses

### 3.1 Definition

Any violation of the principles of the Youth League and standards of behavior expected of members, which seriously threatens the safety, property or good name of the League, or which substantially impedes its good functioning , which creates or is calculated to create disunity and demoralization amongst members, shall be considered a serious offence.

### 3.2 Offences

A person/s shall be charged with a Serious Offence against the Youth League if he /she:

- 3.2.1 Acts in a way that exposes members to serious physical harm or death;
- 3.2.2 Deliberately destroy or behave dishonestly in relation to the property of the organization, recklessly exposing it to danger or stealing from the organization or members;
- 3.2.3 Carelessly pass on information that might be of substantial use to opponents of the organization;
- 3.2.4 Behaving corruptly in seeking or accepting any kind of bribes for performing or not performing any task on behalf of the organization;
- 3.2.5 Engage in abuse of office to obtain any other undue advantage from members or others;
- 3.2.6 Dealing and /or abusing drugs or other illegal and illegal substances;
- 3.2.7 Persistently sowing racism , sexism, regionalism or tribalism in the organization;
- 3.2.8 Behaving in such a way as to provoke serious divisions and a breakdown of unity in the organization.
- 3.2.9 Persistently and without cause undermining the respect for or impending functionality of the structures of the organization;
- 3.2.10 Engaging in organized factional activity that goes outside the recognized norms of free debate inside the organization and therefore threaten its unity;
- 3.2.11 Without good cause , acts against a decision of the constitutional structures of the movement;
- 3.2.12 Goes against the established norms, unwritten conventions of the organization that are generally accepted as comradely and organizational practices.

## **SECTION 4. Violations of Discipline**

### **4.1 Definition**

Any person who acts in an uncomradely way and breaches the standard of conduct normally expected of members, and whose behavior is not so serious as to constitute a grave or serious offence, shall be guilty of a violation of discipline.

### **4.2 Offences**

In addition to all the forms of misconduct mentioned in this Code of Conduct and other official documents of the organization, a person/s shall be charged with Violation of discipline for:

1. Raucous and aggressive behavior and drinking during meetings, whilst on duty or during activities of the organization, unless of a social nature;
2. Abusive and disrespectful behavior towards other comrades;
3. Gossiping maliciously so as to set comrade against comrade;
4. Carelessness in relation to property of the organization, including reckless or careless use of the organization's transport and unauthorized use of the organizations property for personal use;
5. Disrupting meetings and interfering with the orderly functioning of the organization;
6. Sexual harassment.

7. Any persistent negligent behavior that harms or threatens to harm the organization and or its members;

## **SECTION 5. Abuse of Organization Rules**

### **5.1 Abuse leading to Disciplinary Proceedings**

The following acts will be regarded as an abuse of organization rules, whether committed by individuals or groups and will be considered as behavior likely to invoke disciplinary proceedings:

5.1.1 The offer of reduced rate membership to those known by the individual or group making the offer to be ineligible for that category of membership;

5.1.2 The recruitment of members who do not reside at an address claimed, where this is done in order to manipulate branch meetings or the outcome of organizational votes.

5.1.3 Any member who supports a political organization or party other than an organization in alliance or collaboration with the RNYL-CDC in a manner contrary to the aims, objectives and policy of the CDC shall be liable for disciplinary action.

### **5.2 Abuses leading to Expulsion**

The following acts will be regarded as an abuse of organizational rules, whether committed by individuals or groups and will be considered as behavior likely to invoke expulsion:

5.2.1 Any member of the RNYL-CDC who stands in an election for local government, districts or national government elections or acts as the election agent or canvasser of a person standing for such election in opposition to a candidate duly endorsed by the CDC shall be ineligible to be or remain a member

5.2.2 A member or members who institute(s) legal proceedings in a court of law within the jurisdiction of the Republic of Liberia or outside or any such judicial bodies constituted for quasi-judicial proceedings or for arbitration purposes shall be guilty of an offence for which summary expulsion shall be applicable.

5.2.3 A member(S) shall be expelled summarily in line with 5.2.2 above and shall forfeit his /her membership (S) following the decision of the National Executive Committee having duly considered proof of such legal proceedings without the need of the Grievance and Ethics committee having to hear such a matter.

### **5.3 Lapse of membership**

5.3.1 Members who fail to pay their dues for three (3) months and having being reminded – in accordance with section 38 (p) --shall not be in good standing and their membership shall lapse until they pay their arrears.

5.3.2 A Member of the Executive at any level of the organization who fail to attend three (3) consecutive meetings of the league who without an acceptable apology , his/her membership shall lapse after due consideration and such determination by the National executive Committee of the league.

## **SECTION 6. Disciplinary Procedures**

### **6.1 Guiding Principles**

The disciplinary procedures at all levels of the organization shall be guided by the following principles:

6.1.1 Discipline should not be used as a means of stifling debate , or denying members their basic democratic rights;

6.1.2 It should not be used as a means of solving private problems or as interfering in the private lives of members where the norms of the organization are not directly affected, unless such conduct itself constitutes a violation or offence affecting the organization.

6.1.3 Any person faced with disciplinary proceedings shall receive due written notice of any hearing and of the basic allegations and charges against him or her and be afforded a reasonable opportunity to make his or defense in accordance with the due process of law.

6.1.4 All disciplinary proceedings shall be attended to as speedily as possible.

## **SECTION 7. Disciplinary Structures, Rules and Procedures**

### **7.1 Disciplinary structures**

7.1.1 Disciplinary proceedings shall normally be conducted at the level where the alleged violation or offence took place , namely the national, county, district, branch or zone, and may be heard by relevant structure;

7.1.2 The NEC may direct that the disciplinary proceedings should be heard at a higher level from where the alleged violation or offence took place.

7.1.3 The NEC, CC, DCs and ZCs shall appoint their Disciplinary Committees from amongst their ranks and from other members or former members of the RNYL-CDC.

7.1.4 Disciplinary committees shall be appointed at the national, county, district, zone and branch levels by the National Chairman of the League, CEC,DEC,DCEC and ZCEC respectively as and when the need arises.

### **7.2 Rules of Procedure**

7.2.1 The National Grievance and Ethics committee (GEC) shall be responsible for the interpretation of this Code of Conduct and the rules of procedure including time limits to be followed before, during and after a hearing which shall be binding on disciplinary structures at all levels of the organization.

### 7.3 Notice of Disciplinary Hearing

7.3.1 A written notice referred to in 6.1.3 must be given at least 14 working days before the date of a hearing or within shorter period if the NEC of any structure considers that the matters at hand warrants such a shorter period provided such period is not less than 3 days' notice.

7.3.2 Recipient of the notice must sign an acknowledgement receipt; if he /she refuse it must be given in the presence of at least two witnesses

7.3.3 Where a member is unavailable or deliberately evades service, the notice shall be delivered at his /her last known address in which case it shall be presumed to have been received.

7.3.4 Electronic notices including Facsimile Transmission, E-mail and Short Message Service (SMS) shall be considered sufficient notice and shall be presumed to have been received by the charged person

### 7.4 Conducting a Disciplinary Hearing

7.4.1 A disciplinary hearing must be held within 21 working days after notification, unless the disciplinary committee is granted, upon request, an extension by the relevant executive committee.

7.4.2 If necessary an interpreter's services might be utilized.

7.4.3 If a member fails to attend a hearing without any valid explanation given, the Grievance and Ethics committee may continue with the hearing in the member's absence.

7.4.4 Decision of the Grievance and Ethics committee must be communicated to the affected person within 21 working days after the conclusion of the hearing.

## **SECTION 8. The Right to Appeal**

8.1 Any person found guilty in a disciplinary proceeding, the complainant has the right , within twenty one (21) working days, to appeal against the conviction or sentence to the NEC of the RNYL-CDC.

8.2 The appeal must be concluded within 60 working days.

## **SECTION 9. Schedules of Penalties**

Should one be found guilty of a grave or serious offence, a violation of discipline or an abuse of organizational rules, one shall be liable to:



- 9.1 Reprimand
- 9.2 An act of compensation, performance of useful tasks or community service re-deployment or
- 9.3 Demotion
- 9.4 Imposition of corrective measures
- 9.5 Temporary forfeitures of membership rights
- 9.6 Temporary suspension; or
- 9.7 Expulsion
- 9.8 A combination of any of the above penalties may be deemed necessary by the Grievance and Ethics and committee

## **SECTION 10. Definition of Penalties**

10.1 Reprimand: A reprimand can be in a meeting of the structure to which the member belongs or the grievance committee may call in the person.

The objective of the reprimand is not to humiliate the person concerned, but to remind him/ her and the whole membership of the Standards expected of members, and to reinforce the sense of unity and shared values in the organization.

10.2 An act of compensation, performance of useful tasks or community service A Member may be required to perform an act of compensation such as an apology to a victim, a fine or any so prescribed or be required to perform useful institutional tasks, for a stipulated period.

10.3 Re-deployment A member shall be deployed if, in the opinion of the grievance committee, his/ her misconduct is related to his/ her responsibility or position. Re-deployment shall not always imply or mean demotion.

10.4 Demotion: A member who holds a position of responsibility in the institution will be demoted if his/ her continued holding of the position is indefensible, inexplicable or embarrassing as a result of a particular transgression/s.

10.5 Imposition of corrective measures shall refer to any measure imposed mainly on humanitarian grounds or grounds occasioned by special circumstances of the offender. Such measures shall of course mainly be aimed at assisting the member to live by the expected norms of the organization.

10.6 Temporary forfeiture of membership rights: The penalty of the temporary forfeiture of membership rights shall be imposed if in the opinion of the adjudicating body , such measures shall achieve corrective results in the event of the commission for serious offence or violation of discipline.

10.7 Suspension: When a member is suspended, the organ suspending her/ him shall state the period and conditions of such suspension. In respect of serious offences the period of suspension shall not exceed 6 months.

10.8 Expulsion: A recommendation for expulsion for an offence classified as grave lies within the powers of the CEC and DEC and the power of expulsion rests with the NEC of the RNYL-CDC. A respondent shall be called upon to appear in person with an advisor, if any before the CEC or DEC on a date to be fixed, to show cause, if any, why he/she shall not be expelled from the organization with forfeiture of membership rights.

## **SECTION 11. Articulation with CDC By-laws of Discipline**

11.1 A disciplinary proceeding of the RNYL-CDC may not interfere with a person's rights and duties as a member of the CDC, unless such rights or duties are exercised in an ex-officio capacity on behalf of the Youth League.

11.2 A person, who has been found guilty by the CDC disciplinary proceeding resulting in the imposition of the penalties of suspension, temporary forfeiture of membership rights or expulsion , such penalties shall be subjected to the internal enquiry by the corresponding disciplinary structures of the CDC Youth League.

## **SECTION 12. Meeting**

12.2 In accordance with Rule 21 of the CDC's By –Law which states “Each structure and organ of the CDC, including Standing Committees shall have the power and authority to adopt rules and regulations for their respective governance and operations, ..”

12.2 The NEC of the RNYL-CDC shall hold regular meetings at least twice every month, provided that special or emergency meeting may be called at any time with reasonable notice to address any issues irregularly arising, or as the situation or circumstance demands in the supreme interest of the CDC.

12.3 All counties, Districts, Zones and Branch shall hold a regular meeting at least thrice a month , provided that special or emergency meeting may be called at any time with reasonable notice to address any issues irregularly arising , or as the situation or circumstance demands in the supreme interest of the CDC.

## **SCHEDULE B**

### **RULES OF DISCIPLINARY PROCEDURE**

#### **Introduction**

**Rule 18** of the BY- laws of CDC declares as follows:

“ The Grievance & Ethics Committees (GEC) shall bear and determine violations or offences on appeal from appropriate organs of the CDC. In addition, the NEC may refer such violations or offences directly to the Committee. In other situations arising out of serious breaches of the Constitution, Codes of Conduct, the Committee itself may exercise original jurisdiction to investigate and determine any complaint.”

These rules of procedure are part of the CDC Youth League Code of conduct and are integral to the disciplinary procedure.

#### **Objective of Rules of Disciplinary Procedure**

The objective of disciplinary procedure is to ensure that in all disciplinary proceedings:

- There is a formal recorded procedure.
- There is a just and fair procedure.
- A member is afforded a chance to conduct a reasonable defence.
- A member has the right to appeal.

#### **Starting Disciplinary Procedure**

Disciplinary proceedings may be instituted:

1. Only for violations or offences of the CDC constitution, By- Laws, Rules and Regulations, the Standing Orders and this Code of Conduct, all policies and decisions properly adopted or made in terms of the Constitution , or the violations and offences set out in the Code of Conduct .
2. By any organ, member or official of the RNYL-CDC at County, District, Branch, Zonal or national level. However, the NEC may direct that the disciplinary proceedings should take place at a higher level than where a violation or offence was committed.
3. By the National Disciplinary Committee which can hear and decide cases:
  - Referred to it by the RNYL-CDC National officials, or the NEC through the presenter.
4. At County, District, Zonal or National level by a disciplinary Committee unless:
  - The NEC directs that the disciplinary proceedings should take place at a higher level than where a violation or offence was allegedly committed.
  - The National Disciplinary Committee institutes disciplinary proceeding referred by the RNYL-CDC National Officials, or the NEC
  - The National Disciplinary Committee institutes disciplinary proceedings itself for very serious violations or offences.

#### **Holding Disciplinary Proceedings**

1. A charge must be made within reasonable time of the violation or offence.
2. The Presenter on behalf of the organ or officials of the CDC Youth League instituting the disciplinary proceedings must prepare a charge. The charge must:
  - Be in writing
  - Set out the information forming the reason for the charge and the alleged violation or offence in reasonable detail.
  - Identify the :
    - Provision of the CDC Youth League Constitution, the Rules , the Standing Orders , or Codes of Conduct alleged to have been violated.
    - Violations and offences alleged to have been committed.
  - Specify the time and place of the disciplinary proceedings.
  - Be delivered to the charged member fourteen working days (14) before the disciplinary proceedings or a shorter period may be considered by the relevant Disciplinary Committee for grave and serious offences provided that such a short period may not be less than 3 days
3. The following persons must be present at a Disciplinary proceeding:
  - The Chairperson and members of the Disciplinary Committee.
  - The presenter of the charge.
  - The charged member, who can be tried in her or his absence if she or he does not appear or fails to be present during any session of such a hearing without permission of the relevant Disciplinary Committee
  - The charged member's representative and who is a member of the CDC Youth League in good standing. Valid original proof of such membership shall be tendered before the commencement of the hearing. If the representatives fails to appear or does not avail him/her during the proceedings of the hearing , the hearing shall continue in his or her absence and the charged member shall be expected to conduct his or her own defence. It is the responsibility of the charged member to secure his or her representative at the hearing
  - The witnesses.
  - A minute taker.
  - NEC Observers who may be seconded for this purpose by the Secretary General.
  - Interpreter as and when necessary
4. The Chairperson of the Disciplinary Committee must ensure that:
  - The disciplinary proceedings are held in a fair manner. He or she will rule on all matters that may arise and ensure order is maintained. The rulings of the chairperson of the Disciplinary committee are final and are to be respected
  - The charged member shall be informed of the charge , his or her rights and asked to plead guilty or not guilty to the charge.
  - The presenter of the charge shall detail the charged member's alleged violation or offence and may call witnesses in support of the charge and may produce relevant documentation or any other material (audio visual, recordings or otherwise) deemed fit in support of the charge.
  - The charged member or her or his representative may present the defence to the charge and may call witnesses and may request the recall of and question witnesses called in support of the charge, and may produce relevant documentation.
5. The disciplinary process is a political corrective process and not a legal or court process. It is not necessary for parties to meet the procedural requirements and standards applied in the

courts of law such as detailed particulars of the alleged offences and/or discovery of documents and /or exchange of evidential materials prior to the commencement of the case

### **Adjudication**

**At the end of the disciplinary proceedings, the Chairperson of the Disciplinary Committee must ensure that:**

1. The members of the Disciplinary Committee discuss the issues raised at the disciplinary proceedings in private and make a finding based on the facts and evidence of the case and make a ruling.
2. The Chairperson and the members of the Disciplinary Committee decide a penalty. The penalties are :
  - Reprimand ;
  - An act of compensation , performance of useful tasks or community service redeployment;
  - Demotion;
  - Imposition of corrective measures;
  - Temporary forfeitures of membership rights;
  - Temporary suspension; or
  - Expulsion.
3. The charged member [insert] [shall be ] delete is advised of the ruling and the penalty of the Disciplinary Committee with the reasons for these and shall be advised of her or his right to appeal within twenty –one (21) working days after the conclusion of the hearing.
4. The ruling and penalty shall be publicly announced by the Disciplinary committee. The findings shall be final and binding unless and until they are appealed.

### **Appeal**

1. An appeal may be lodged by:
  - The charged person against whom a finding has made or a penalty imposed by the Disciplinary Committee.
  - The organ and/or officials who laid the charge against a finding or a penalty imposed by the Disciplinary Committee.
2. An Appeal Hearing must be held by the next higher level unless:
  - The CEC directs that any appeal from a District Disciplinary Committee appeal should be heard by the County Disciplinary committee.
  - The DEC directs that any appeal from Zone and Branch Disciplinary Committee appeal should be heard by the District Disciplinary Committee.
3. The National Disciplinary Committee is the final structure for appeals to be heard. However, the NEC may at its discretion review a decision of the National Disciplinary committee. For this purpose the NEC will be the appeal structure for NC decisions.
4. The Charged person may appeal the decision of the NEC to the National Congress, whichever comes first. However, where the National Congress may consider an appeal of the decision. The Secretary General's Report shall include the cases placed on appeal in this regard.
5. A member expelled on the basis of instituting legal proceedings against the organization or any of its organ shall forfeit and not have a right of appeal

## **Appeal procedure**

The following procedure must be followed for appeals:

1. The appeal must be made at the next higher level that the CEC, DEC or the NEC directs to hear the appeal.
2. The appeal must :
  - Be made within twenty –one (21) working days of the charged member being informed of the ruling and penalty with the reasons for these.
  - Be in writing.
  - Set out the reason for the appeal in reasonable detail.
  - Set out the grounds for the appeal in reasonable detail.
3. Except in exceptional circumstances determined by the Chairperson of the Disciplinary Committee hearing the Appeal, no new evidence may be presented or considered at the appeal. No new charges may be brought at the appeal.
4. The Chairperson and the members of the Disciplinary Committee must discuss the issues raised at the appeal hearing , and come to a finding based on the facts and evidence of the appeal hearing and make a ruling which can confirm , vary or amend the original ruling and /or penalty within forty (40) working days of the date on which the appeal was lodged.
5. The person who appeals must be advised of the ruling and the confirmation or variation of the original ruling and/or penalty within twenty-one (21) working days after the confirmation or variation of the original ruling.
6. Any further appeal will need the permission of the next higher level until the NEC after which only the National Congress could hear the final appeal whichever comes first.
7. Any such further appeal must follow the appeal procedure set out above.

Signed \_\_\_\_\_

Barsee Kar- Barley  
**National Secretary General**  
RNYL-CDC

Approved \_\_\_\_\_

Jefferson T. Koijee  
**National Chairman**  
RNYL-CDC

Signed \_\_\_\_\_  
Emmanuel T.T Swen  
**Chairman**  
Code of Conduct Committee  
RNYL-CDC

Signed \_\_\_\_\_ -  
Augustine M. Manabollah  
**Co-Chairman**  
Code of Conduct Committee  
RNY-CDC

Signed \_\_\_\_\_  
Mohammed M. Bamba, Jr.  
**Secretary General**  
Code of Conduct Committee  
RNYL-CDC

Signed \_\_\_\_\_  
Eddie S. Tarawali  
Member  
Code of Conduct Committee  
RNYL-CDC

Signed \_\_\_\_\_  
Christopher Kenneth  
Special Representative MYL-CDC

Signed \_\_\_\_\_  
Patrick Z. Flomo  
Special Representative MYL-CDC

Signed \_\_\_\_\_  
Gayeizohn A. Davies  
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Melvin D. Brown  
Chairman District # 14 Mont. County

RNYL-CDC

Signed \_\_\_\_\_  
Benjamin F.S Bass, Jr.  
Secretary General District #8 Mont. County  
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James Korzu  
Secretary General District #3 Mont. County  
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Jose Tarnue  
Vice Chair Administration District # 2 Mont. County  
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Signed \_\_\_\_\_  
Renny  
Acting Chairman District #13 Mont. County  
RNYL-CDC

Signed \_\_\_\_\_  
Omelvin Kollie  
Chairman District # 15 Mont. County  
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Signed \_\_\_\_\_  
John Nyanti  
PRO District # 16 Mont. County  
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Bobby Kieh  
Chairman District # 7 Mont. County  
RNYL-CDC



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Augustine B. Dada  
Vice Chair Legal & Gov't Affairs District # 5 Mont. County  
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Richard Singbe  
Chairman District # 6 Mont. County  
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David B. Saylee  
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Boima Sawyer  
Chairman District # 12 Mont. County  
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Peter Karmo  
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