

# **CONSTITUTION OF NDA REGULAR COURSE 29 ASSOCIATION**

## **PREAMBLE:**

We, the members of Regular Course 29, Nigerian Defence Academy, Kaduna have constituted ourselves into a friendly body with the aim and objective to foster affection, goodwill and encouragement for one another and a total resolve to create united, prosperous members.

## **SECTION 1 - INTRODUCTION**

### **1.1 - NAME**

The body shall be known as Regular Course 29 Association.

### **1.2 – AIMS AND OBJECTIVES**

- a. For the promotion of peace, unity and prosperity among members.
- b. To assist and encourage members in self-development and upliftment.
- c. For the maintenance and promotion of the highest standards of ethics, morals and values amongst the members.
- d. To make contributions, donations and otherwise towards the physical, financial, social and business upliftment of individual members as may be decided by members.
- e. For the promotion and sustenance of *esprit de corps* among members.

### **1.3 – OFFICE**

The temporary office of the Foundation is located at:

Suite 25 Aguiyi Ironsi  
Shopping Complex  
By Guards Brigade HQ  
ASOKORO

## **SECTION 2 – MEMBERSHIP**

### **2.1 ELIGIBILITY FOR MEMBERSHIP**

All members of NDA 29<sup>th</sup> RC shall be members. For the avoidance of doubt, a member of NDA 29<sup>th</sup> Regular Course Association shall be one and include all cadets of 29RC admitted into the Nigerian Defence Academy on 3 Jan 1981.

## **SECTION 3 – EXECUTIVE COMMITTEE**

The NDA Regular Course 29 Association shall have an Executive Committee which shall comprise of all the elected officers stipulated in the constitution. The officers so elected shall be the Chairman, Vice-Chairman, Secretary, Assistant Secretary, Financial Secretary, Treasurer, Publicity Secretary/PRO, Social Secretary and Legal Adviser. There shall be 2 Ex Officio/Coopted members as members of the EXCO.

### **3.1 - DUTIES OF THE EXECUTIVE COMMITTEE**

- a. To carry out such assignments as may be delegated by the members.
- b. To act for and on behalf of the members within the confines of the constitution.
- c. To advise the members in all matters of interest to the Foundation.

### **3.2 - DUTIES OF OFFICERS**

#### **3.2.1 - CHAIRMAN**

- a. The Chairman shall preside over all meetings.
- b. He shall approve all minutes of meetings and other documents.
- c. He shall summon all emergency and extraordinary meetings through the Secretary.

#### **3.2.2 - VICE CHAIRMAN**

The Vice Chairman shall deputize for the Chairman in his absence, and assume full responsibilities and authorities of the Chairman on his removal, resignation, death or incapacitation until a successor is elected.

#### **3.2.3 - SECRETARY**

- a. The Secretary shall take minutes of both general and executive meetings including emergency meetings.
- b. He shall sign all minutes of meetings after adoption.
- c. He shall summon both general and executive meetings on the instruction of the Chairman.

d. He shall maintain all records of inward and outward correspondences and documents.

### **3.2.4 - FINANCIAL SECRETARY**

- a. He shall collect all monies and hand over same to the treasurer.
- b. He shall keep up-to-date financial accounts and records.
- c. He shall submit full financial statements/reports at the end of each year or when necessary.

### **3.2.5 - TREASURER**

- a. He shall receive and sign for all monies.
- b. He shall deposit in the bank all monies received and bank statements shall be produced for verification if need be.

### **3.2.6 - PUBLICITY SECRETARY/PRO**

- a. He shall take charge of the social and welfare functions.
- b. He shall be responsible for both the internal and external publicity of all activities.

## **3.3 - TENURE OF THE EXECUTIVE COMMITTEE**

The tenure of the Executive Committee shall be 2 years from the date of election unless otherwise directed at the AGM by a consensus or 2/3 majority of members voting. This shall also apply to all elective/appointive positions of Association.

## **3.4 - ZONAL COORDINATORS**

### **3.4.1 - ZONES**

North Central - NC  
North West - NW  
North East - NE  
South South - SS  
South East - SE  
Abuja - ABJ

### **3.4.2 - COORDINATORS**

There shall be Zonal Coordinators who shall coordinate all activities of the Foundation within their geo-political zones.

### **3.5 - MEETING OF THE ASSOCIATION**

#### **3.5.1 – ANNUAL GENERAL MEETING**

The Annual General Meetings of the Association shall be held once in June of every year or as otherwise decided by the whole members.

#### **3.5.2 – EXECUTIVE COMMITTEE MEETING**

The Executive Committee meeting shall be held twice every year in February and September and when the need arises or as directed by the Chairman and the Secretary.

#### **3.5.3 – EMERGENCY MEETINGS**

An emergency meeting shall be summoned by the Chairman, in consultation with the Secretary when the need arises.

### **SECTION 4 – REVENUE**

#### **4.1 - SOURCES OF INCOME**

The Regular Course 29 Association shall derive its revenues from the following sources:

- a. Monthly dues.
- b. Donations
- c. Levies.
- d. Any other source(s) approved by the members.

### **SECTION – 5 – EXPENDITURE**

#### **5.1 – APPROVAL OF EXPENSES**

All expenses shall be discussed and decided at the General Meeting. Any expenses approved by the Executive shall be subsequently ratified by the General House.

## **5.2 - IMPREST**

An imprest to be determined by the General Meeting shall be given to the Secretariat, and this shall be retired appropriately before another is granted.

## **SECTION 6 – FINANCIAL POLICY**

### **6.1 REGISTRATION FEE**

Every member of the Association shall formally register with the Association by paying the agreed membership registration fee which may vary from time to time

### **6.2 MONTHLY SUBSCRIPTION**

A monthly subscription, as determined by the members at AGM and ratified by EXCO shall be paid by individual members.

### **6.3 LEVY**

Special levies may be imposed on members when the need arises.

### **6.4 BANKING**

#### **6.4.1 – APPROVED BANK**

The Association shall maintain accounts with Diamond Bank (*Acc No 0035075054*) or any bank approved by the General Meeting.

#### **6.4.2 - SIGNATARIES**

Signatories to such account(s) shall be as follows:

- a. Chairman.
- b. Treasurer.
- c. Financial Secretary.

#### **6.4.3 – WITHDRAWAL FROM THE ACCOUNT**

Any two of these signatories can draw on the account.

## **SECTION 7 - ELECTION POLICY**

## **7.1 – DISSOLUTION OF THE EXECUTIVE COMMITTEE**

Dissolution of the Executive Committee/other committees shall be by a resolution of the General House at Annual General Meeting after the two years term of the Executive; or as the need arises.

## **7.2 – ELECTION OF THE EXECUTIVE COMMITTEE MEMBERS**

Members of the Executive Committee shall be elected by the General House during the Annual General Meeting while the last but one Chairman/Vice Chairman shall be co-opted as the 1<sup>st</sup> and 2<sup>nd</sup> Ex Officio members respectively.

## **SECTION 8 - WELFARE MATTERS**

### **8.1 - DEATH OF MEMBER**

In the event of the death of a member

- a. A contribution should be stipulated out of which publication could be made; members are to attend the burial ceremonies. Every member, if possible, shall accompany the corpse home for interment.
- b. Some amount of money shall be set aside and be given to the spouse as a token of condolence.
- c. Little amount to be given for refreshment, probably at the night vigil and the evening sit-outs. Members may sponsor any aspect of the event on behalf of the Association.

### **8.2 - DEATH OF SPOUSE CHILD OR WARD**

In the event of death of spouse, child or ward, contribution shall be decided by the members and be given to the bereaved as a token of condolence; members shall attend the funeral.

### **8.3 - SICKNESS/ACCIDENT/ DISASTER**

In the event of an accident or illness of a member or his spouse, members shall pay personal visit and any action may be taken to give necessary support accordingly.

#### **8.4 - PROMOTION/APPOINTMENT/UPLIFTMENT**

Where a member is blessed with an appointment, promotion, or is uplifted and notifies the Association, members shall pay him congratulatory visit and a letter of commendation shall be presented to him. Party may be organized for him.

#### **SECTION 9 – MISCELLENOUS**

##### **9.1 – INTERPRETATION OF THE CONSTITUION**

Where the Constitution is silent on any issue, interpretation or decision shall be given by the Executive Committee.

##### **9.2 – MEANS OF COMMUNICATION AT MEETINGS**

The medium of communication at the meetings shall be English.

#### **SECTION 10 – 1<sup>ST</sup> EXCO MEMBERS**

##### **10.1 - MEMBERS OF THE 1<sup>ST</sup> REGULAR COURSE 29 ASSOCIATION EXCO**

Maj Gen TY Buratai	- Chairman
Cdre SO Ojdiran	- Vice Chairman
Cdre EE Etifit	- Secretary
Maj AS Argungu	- Assistant Secretary
Air Cdre SA Yushau	- Treasurer
Cdre MB Teidi	- Financial Secretary
AVM L Dambaki	- Social Secretary
Gp Capt GN Ozodinobi	- Legal Adviser
Brg Gen AL Igeleko	- 1 <sup>st</sup> Ex – Officio Member
Larry Odiadi	- 2 <sup>nd</sup> Ex – Officio Member

## **10.2 - ZONAL CO-ORDINATORS**

Col FM Gwandu	- North Central
Prof MS Bello	- North West
KA Yusuf	- South West
Capt UA Jalingo	- North East
Sqn Ldr ON Uzoma	- South South
Prof E Maximin-Agha	- South East
B Njemanze	- Abuja

**TY BURATAI**  
Lieutenant General  
Chairman

**EE ETIFIT**  
Commodore  
Secretary