

THE CONSTITUTION OF NIGERIAN ASSOCIATION OF EVALUATORS

PREAMBLE

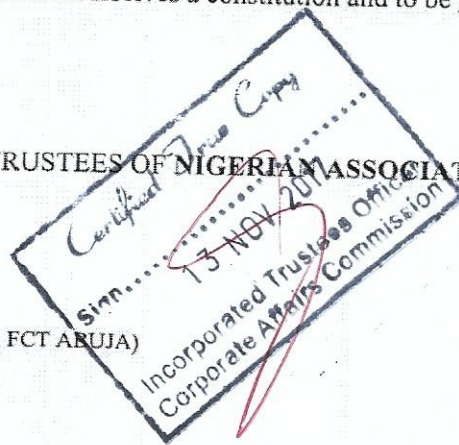
We, the members of **NIGERIAN ASSOCIATION OF EVALUATORS** a not for-profit and non-political organisation do firmly and solemnly resolve to provide for ourselves a constitution and to be governed by the provisions therein contained.

ARTICLE 1: NAME

The name of the Association is **INCORPORATED TRUSTEES OF NIGERIAN ASSOCIATION OF EVALUATORS**

ARTICLE 2: ADDRESS

The address of the Association shall be :
NO. 8, ASABA CLOSE, AREA 11, GARKI, ABUJA (ABUJA, FCT ABUJA)



ARTICLE 3: AIMS AND OBJECTIVES

The aims and objectives of the association are:

- 1 TO PROVIDE AN UMBRELLA PLATFORM FOR INDIVIDUAL EVALUATORS AND COMMUNITIES OF EVALUATORS FOR STRENGTHENING THE PROFESSIONALISATION OF EVALUATION PRACTICE IN NIGERIA.
- 2 TO ESTABLISH AND MAINTAIN PARTNERSHIPS, COOPERATION, COLLABORATION AND/OR AFFILIATION WITH INTERNATIONAL EVALUATION ORGANISATIONS AND AGENCIES INTERESTED IN EVALUATION
- 3 TO BUILD CONSENSUS ON AND PROMOTE A CODE OF ETHICS AND STANDARDS FOR EVALUATION PRACTICE IN NIGERIA IN COMPLIANCE WITH INTERNATIONAL BEST PRACTICE
- 4 TO SUPPORT EVALUATION RESEARCH AND STUDIES THAT BUILD THE KNOWLEDGE BASE AND INFORM POLICY AND PRACTICE
- 5 TO ADVOCATE FOR EVALUATION DEMAND AND PROPER USE, DEVELOPMENT AND PRACTICE IN NIGERIA, THROUGH INSTITUTIONALISATION OF A CULTURE OF EVALUATION IN PUBLIC, PRIVATE AND CIVIL SOCIETY ORGANISATIONS
- 6 TO PROVIDE A COORDINATING AND REGULATORY BODY FOR EVALUATION PRACTITIONERS IN NIGERIA

7 TO ENSURE STANDARDIZATION OF THE PRACTICE OF EVALUATION IN
 NIGERIA
 8 TO PROVIDE A BROAD PLATFORM THAT WILL ENSURE EQUAL ACCESS
 AND OWNERSHIP FOR ALL EVALUATION STAKEHOLDERS IN NIGERIA
 9 TO FACILITATE CAPACITY BUILDING NETWORKING AND SHARING OF
 EVALUATION THEORIES, TECHNIQUES AND TOOLS AMONG EVALUATION,
 POLICYMAKERS, RESEARCHERS AND DEVELOPMENT SPECIALIST

ARTICLE 4: TRUSTEES

- (A) The Trustees of **NIGERIAN ASSOCIATION OF EVALUATORS** for the purpose of the Companies and Allied Matters Act no. 1 of 1990, shall be elected at a General Meeting charged with responsibility of selecting the Trustees with 2/3 majority votes of members present.
- (B) Such Trustees (Hereinafter referred to as, "The Trustees") shall not be less than 8 and more than 10 in number.
- (C) A Trustee may hold office for 30 years but shall cease to hold office if he:
- Resigns his office
 - Ceases to be a member of the registered Trustees of the body
 - Becomes insane
 - Is officially declared bankrupt
 - Is convicted of a criminal offence involving dishonesty by a court of competent jurisdiction
 - 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
 - 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 search will be kept in the custody of the who shall produce it when required for use by the Trustees.
- (C) All documents to be executed by the Trustees shall be signed by such member of them and sealed with the Common seal.

ARTICLE 6: MEETINGS

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

SN	MEETING NAME	MEETING QUORUM
1	AN ANNUAL GENERAL MEETING	NOTICE OF MEETING SHALL BE GIVEN TO THE MEMBERS BY THE SECRETARY EITHER IN PERSON OR IN WRITING

SN	MEETING NAME	MEETING QUORUM
2	MONTHLY GENERAL MEETING - ONCE EVERY MONTH	IN THE CASE OF AN ANNUAL GENERAL MEETING A NOTICE OF 21 DAYS SHALL BE GIVEN. IN CASE OF AN EXTRA ORDINARY GENERAL MEETING A NOTICE OF 14 DAYS SHALL BE GIVEN
3	MEETING OF THE EXECUTIVE COUNCIL	A MEETING OF THE ASSOCIATION NOTWITHSTANDING THE FACT THAT IT IS CALLED BY SHORTER NOTICE THAN THAT SPECIFIED IN THIS REGULATION SHALL BE DEEMED TO HAVE BEEN DULY CALLED IF IT IS SO AGREED.
4	SPECIAL GENERAL MEETING	RESOLUTIONS AT ANNUAL GENERAL MEETING SHALL BE PASSED BY A SIMPLE MAJORITY OF THE VOTES ENTITLED TO BE CAST BY THOSE PRESENT AT THE MEETING
5	EXECUTIVE MEETING SHALL BE HELD TWICE A MONTH AND WHEN THE EXECUTIVE COUNCIL DEEM FIT, THEY MAY CALL FOR A GENERAL MEETING	NO BUSINESS SHALL BE TRANSACTED AT ANY ANNUAL GENERAL MEETING UNLESS A QUORUM OF MEMBERS IS PRESENT AT THE TIME THE MEETING PROCEEDS. TWO-THIRD OF THE MEMBERS ENTITLED TO ATTEND A MEETING SHALL CONSTITUTE A QUORUM

ARTICLE 7: GOVERNING BODY

THEY SHALL FORMULATE POLICY FOR THE ASSOCIATION

ARTICLE 8: SOURCES OF INCOME

The sources of income for the Association shall include:

- 1 ACCEPT DONATIONS FROM INDIVIDUALS, TRUSTEES, FRIENDS, CHARITY ASSOCIATION, CORPORATE BODIES AND ASSOCIATION IN NIGERIA OR ELSEWHERE.

ARTICLE 9: DISBURSEMENT AND APPLICATION OF FUNDS

THE FUNDS SHALL BE APPLIED FOR THE PURPOSE OF ACHIEVING THE AIMS AND OBJECTIVES OF THE ASSOCIATION THE FUNDS SHALL BE APPLIED FOR THE PURPOSE OF ACHIEVING THE AIMS AND OBJECTIVES OF THE ASSOCIATION

ARTICLE 10: KEEPING ACCOUNT

THE ASSOCIATION SHALL OPERATE BANK ACCOUNTS IN ITS NAME. THE SIGNATORIES TO THE ACCOUNT SHALL THE CHAIRMAN, THE FINANCIAL SECRETARY AND THE TREASURER. ALL MONIES MUST BE PAID INTO THE ACCOUNT IMMEDIATELY UPON RECEIPT AND ON NO ACCOUNT SHALL THE TREASURER KEEP A CASH OF MORE THAN N5,000.00 WITH HIM/HER AT ANY POINT IN TIME. THE ASSOCIATION SHALL ENSURE THE ACCURATE KEEPING OF RECORD OF ALL INCOME AND EXPENDITURE

The Association shall ensure the accurate keeping of record of all income and expenditure

ARTICLE 11: APPOINTMENT OF AUDITOR(S)

1. 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.
2. The audited 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 meeting by a resolution passed by a simple majority of its members and approved by the Commission.

ARTICLE 13: SPECIAL CLAUSE

- (1) THE INCOME AND PROPERTY OF shall be 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 herein 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 if 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.
- (4) If effect cannot be given to the aforesaid provisions, then the remaining property shall be transferred to some charitable object.

Dated this 31st day of Oct 2017

[Signature]
Signature of Chairman

DL. WMM SHAMSHOEN
Name of Chairman & Tel. No.

[Signature]
Signature of Secretary & Date

YISSA-MABOLIMJE T.
Name of Secretary & Tel. No.

