



ABEOKUTA GRAMMAR SCHOOL OLD BOYS' ASSOCIATION (AGSOBA)

THE CONSTITUTION OF ABEOKUTA GRAMMAR SCHOOL OLD BOYS' ASSOCIATION (AGSOBA)

FINAL DRAFT

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THE CONSTITUTION OF
ABEOKUTA GRAMMAR SCHOOL OLD BOYS' ASSOCIATION
(AGSOBA)

PREAMBLE

The Abeokuta Grammar School Old Boys' Association (AGSOBA) was founded in 1921. It is the known oldest Old Students' Association in Nigeria and has Branches in some major towns in Nigeria and world-wide, where its Members are resident.

The Association was established to:

- *constantly remind Members of their responsibilities to their "ALMA MATER"*
- *foster unity, understanding and friendly co-operation among all Old Students of the School, irrespective of age, sex, creed, colour, religion or ethnicity.*
- *encourage the deepening of the old school ties with particular regard to contributing to the improvement of academic and moral standards in the School*
- *remind members that "once an Agsoba", always "an Agsoba and that "an Agsoba" is the same anywhere in the world.*

The term "Boys" in this Constitution refers to both the male and female genders.

ARTICLE I: GENERAL

This is the Constitution of Abeokuta Grammar School Old Boys' Association, (AGSOBA) hereinafter also referred to as the "Association."

This Constitution is supreme and its provisions shall be binding on all Members (Individuals, Clubs, Chapters and Branches) of the Association.

The running of the affairs of the Association shall be in accordance with the provisions of this Constitution.

Every Agsoba shall have the constitutional right to draw the attention of the Central Executive Committee, the Global Executive Committee or any other organ of the Association to non-compliance with the letter and spirit of this Constitution.

ARTICLE II: NAME

The Association shall be called Abeokuta Grammar School Old Boys' Association and where the context admits shall be known by the acronym "AGSOBA".

The acronym "AGSOBA" shall at all times apply and refer to the Association, its Clubs, Chapters and Branches.

The acronym "Agsoba" shall refer to all Old Students of Abeokuta Grammar School, in singular and plural tense, irrespective of sex.

ARTICLE III: REGISTERED ADDRESS

- 1) The registered address of AGSOBA International Secretariat shall be located at Abeokuta Grammar School.
- 2) The contact shall be:

*Secretary General
Abeokuta Grammar School Old Boys' Association
AGSOBA Global Secretariat
Abeokuta Grammar School, Idi-Aba
P M B 3006
Abeokuta, Ogun State, Nigeria.*

ARTICLE IV: OBJECTS

1) VISION

To serve as a model Old Students' Association to unite all Agsoba in the pursuit of the continuing progress of their *Alma Mater*.

2) MISSION

The above vision shall be achieved through cooperation, collaboration and networking among Members as well as through the active participation of members in the activities of their *Alma Mater* and that of AGSOBA at Club, Chapter and Branch levels.

3) CORE VALUES

- a) **Strong Ties:** Establishing close bonds among the Alumni, *Alma Mater*, teaching staff, non-teaching staff and the community at large by staying connected with AGSOBA in any part of the world
- b) **Tradition:** Cherishing and protecting all the traditions of the school which the Association considers worthy of being preserved
- c) **Respect:** Showing respect for the Association, its Officers and individual Members

- d) **Loyalty:** Always expressing loyalty to and sense of Pride in the *Alma Mater* by showing appreciation for the quality of education received thereat and by giving back to the school
- e) **Excellence:** Promoting the educational, professional, social and economic interests of Abeokuta Grammar School at all times
- f) **Integrity:** Demonstrating honesty and transparency in Members' dealings within and outside the Association

4) AIMS AND OBJECTIVES

- a) To unite in fellowship all the Old Students of Abeokuta Grammar School herein referred to as the school
- b) To serve jointly and severally as a source of inspiration to the Pupils of the School
- c) To encourage the establishment of recognized Clubs, Chapters and Branches in suitable areas in Nigeria and worldwide
- d) To serve as a link between the past, the present and the future Students of the School
- e) To establish a fund for the maintenance and promotion of scholarship at the School and to provide all necessary assistance in improving academics and Student welfare in the school. If established, such fund shall be administered in accordance with regulations made pursuant to this Constitution.
- f) To support the *Alma Mater* through project development and the maintenance of existing facilities
- g) To engage Old Students in increasing numbers to participate in the Association's activities through personal involvement and/or financial support
- h) To arrange lectures, seminars and symposia on matters of contemporary interest and to publish the relative proceedings as may be deemed expedient.
- i) To establish such magazines, periodicals, newsletters and other publications as the Association may deem necessary for the achievement of its objectives
- j) To raise funds voluntarily and receive donations, gifts, grants, and bequest from Members and the general public for financing any of the above objectives and most especially to organize such fund-raising activities as may be decided upon by the Central Executive Committee
- k) To carry out the various aims and objectives through, inter alia, the establishment of standing Committees when necessary,

ARTICLE V: MEMBERSHIP

- 1) Membership of the Association shall be open to all persons who were duly registered as Students of the school.
- 2) Honorary Membership shall be deemed to have been conferred on each of the Principals of the School during the period of his tenure if he is not an Old Student of the School
- 3) A tutor and/or a non-teaching member of staff of the school or such other person or persons may become an honorary member of the Association upon recommendation to the Central Executive Committee by the principal and approval of the Annual General Meeting when such tutor has contributed immensely to the aims and objectives of the Association and such Members shall enjoy the privilege and rights of the Association.
- 4) All Clubs, Chapters and Branches shall register with AGSOBA International Secretariat through the Secretary General.
- 5) **ADMISSION:**
 - a) All Old Students of Abeokuta Grammar School whose names are listed in the School's Admission Register are eligible for enrolment as Members.
 - b) All Honorary Members shall be eligible for enrolment by payment of such other amount as may be determined from time to time by Members at an Annual General Meeting.
 - c) A person qualified for Membership may be enrolled as a member by applying directly to the Secretariat or through a Club, Chapter or Branch.
 - d) A registration fee, to be determined by the Central Executive Committee from time to time, shall become due and payable at the time of application for Membership.
 - e) Each member shall be obliged to subscribe annually an amount as may be determined from time to time by Members at the Annual General Meeting.
 - f) A receipt should thereof be issued to such Members
 - g) All Clubs, Chapters and Branches must register with AGSOBA International Secretariat through the Secretary General.

ARTICLE VI: STRUCTURE OF AGSOBA

The structure of AGSOBA shall comprise:

- a) Annual General Meeting (AGM)
- b) Board of Trustees (BOT)
- c) Central Executive Committee (CEC)
- d) Global Executive Committee (GEC)
- e) Branches
- f) Chapters
- g) Clubs
- h) Individuals

ARTICLE VII: ANNUAL GENERAL MEETING

- 1) The Annual General Meeting is the supreme decision making body of the Association and shall be presided over by the President General.
- 2) The Annual General Meeting shall be held once a year within the premises of Abeokuta Grammar School or any other appropriate place in Abeokuta, as much as possible, in the month of July to coincide with the month and week of founding the school (8th July 1908) or as soon as possible thereafter, on a date, time and place to be fixed by the Central Executive Committee, for the following purposes:
 - a) To receive from the Central Executive Committee the reports of the Association's activities, its financial standing and the Auditors' Report.
 - b) To consider any other matter that may be on the agenda for the Meeting.
 - c) To decide on any resolution which may be duly submitted on the Association's activities and its financial standing.
 - d) To conduct elections if it is the election year in the manner herein provided.

ARTICLE VIII: BOARD OF TRUSTEES (BOT)

- 1) The Association shall have a Board of Trustees (hereinafter called "The Trustees") for the purposes of the Companies and Allied Matters Act of 2020 and which shall be known as and called "THE REGISTERED TRUSTEES OF ABEOKUTA GRAMMAR SCHOOL OLD BOYS' ASSOCIATION"
- 2) The Trustees shall be five (5) in number, recommended by the Central Executive Committee to an Annual General Meeting for consideration and approval.
- 3) The Board of Trustees shall meet at least twice a year and at any other time as the occasion may demand
- 4) Trustees shall appoint a member as Chairman who will preside at their

Meetings

- 5) The quorum for the Meeting of the Trustees shall be three (3)
- 6) A Trustee shall hold office for five (5) years, subject to re-election to a maximum of three terms i.e. 15 years.
- 7) **Qualifications:**
 - a) The Trustees shall be old students of Abeokuta Grammar School and must be chosen from the rank of Distinguished Agsoba (D.A.)
 - b) The Trustees may be chosen because they:
 - i) are influential in society or are leaders of industry
 - ii) have expert or specialist skills in areas relevant to the promotion of the Association's objectives or its causes
 - iii) have a distinguished track record in their chosen field or career.
 - iv) have demonstrated passion and interests in the advancement of the causes of the Association
- 8) **Disqualification and removal of Trustees:**

A Trustee shall cease to hold office if he:

 - a) is a person of unsound mind having been so found by a Court of competent jurisdiction;
 - b) is an undischarged bankrupt;
 - c) has been convicted by a court of competent jurisdiction, of a serious criminal offence involving a capital offence e.g. murder; a crime involving dishonesty e.g. stealing or fraud; or a crime involving moral turpitude e.g., rape or defilement, prior to or during the tenure of his appointment

If a person who is disqualified under sub-sections c) and d) above acts as a Trustee, he shall be liable under section 826 (2) of the Companies and Allied Matters Act, 2020 or any statutory re-enactment or modification of that provision;
 - d) resigns as a Trustee by notice to the Association (but only if at least three Trustees shall remain in office when the notice of resignation is to take effect);
 - e) has become physically incapable of acting as a Trustee and may remain so up to the end of his term of office having been so declared in a written opinion given to the Association by a registered medical practitioner treating that person;
 - f) fails at any time to disclose any interest he may have in any matter or transaction involving the Association contrary to sub-paragraphs 14(a) and 14(b) of this Constitution ;

- g) is absent from two consecutive meetings of the Board of Trustees of which he received notice without the permission of the Board:

9) Duties of the Trustees:

Trustees shall have the following duties:

- a) drive the mission and vision of the Association
- b) be legally responsible for handling of assets held in trust and regulatory obligations of the trust which includes statutory filings
- c) apply to the appropriate authority for incorporation under the Companies and Allied Matters Act (CAMA) of 2020 following which all the properties and assets of the Association shall vest in the Trustees and they shall have power to acquire and dispose of land on behalf of the Association as the Association or the Central Executive Committee may direct but subject to the provisions of the Companies and Allied Matters Act and other relevant statutes

10) Powers of the Trustees

The Trustees shall have the following powers for the sole purpose of furthering the objectives of the Association:

- a) to raise funds strictly in compliance with all applicable laws and statutes.
- b) to buy, lease, exchange, hire or otherwise acquire any property and to maintain and equip it for use;
- c) to sell, lease or otherwise dispose of all or any part of the property belonging to the Association. In exercising this power, the Trustees must comply with all appropriate statutory requirements
- d) to borrow money and to charge the whole or any part of the property belonging to the Association as security for repayment of the money borrowed. The Trustees must comply as appropriate with any relevant statutory requirements in such cases, if they intend to mortgage land;
- e) to co-operate with other charities, voluntary bodies and statutory authorities and to exchange information and advice with them;
- f) to establish or support any charitable trusts, Associations or institutions formed for any of the charitable purposes included in the objects;
- g) to ensure payment for goods and services as are necessary for carrying out the objectives of the Association;

- h) to initiate the opening and operation of such bank and other accounts as the Trustees may consider necessary and to invest funds and delegate the management of funds in the same manner and subject to the same conditions as the Trustees of a fund are permitted to do under the Trustee Act, 2000;
 - i) to do all such other lawful things as are necessary for the achievement of the objects of the Association.
 - j) The Trustees shall in the exercise of their powers be accountable to the AGM taking into consideration the advice of the Central Executive Committee:
- 11) No alteration of this Constitution or any special resolution thereto shall have retrospective effect to invalidate any prior act of the Trustees.
- 12) Any Meeting of the Trustees at which a quorum is present at the time the relevant decision is made may exercise all the powers exercisable by the Trustees.
- 13) The Association Seal:**
- a) The Trustees shall have a common Seal which shall be kept in the custody of the Secretary General, who shall produce it when required for use by the Trustees
 - b) All documents required to be executed by the Trustees under seal shall be affixed with a Common Seal of the Trustees and same witnessed by at least three Trustees
- 14) Conflicts of interest and Conflicts of loyalty**
- A Trustee must:
- a) declare the nature and extent of any interest, direct or indirect, which he has in a proposed transaction or arrangement with the Association or in any transaction or arrangement entered into by the Association which has not been previously declared; and
 - b) absent himself from any discussions of the Association's Trustees in which it is possible that a conflict will arise between his duty to act solely in the interests of the Association and any personal interest (including but not limited to any personal financial interest). Any Association's Trustee absenting himself from any discussions in accordance with this clause must not vote or be counted as part of the quorum in any decision of the Association's Trustees on the matter.

ARTICLE IX: CENTRAL EXECUTIVE COMMITTEE (CEC)

1. The Central Executive Committee (CEC) shall serve as the governing council of the Association and shall include members of the Board of Trustees.
2. The Central Executive Committee (CEC) shall play an oversight role over the execution of the decisions of the AGM and shall manage the affairs of the Association between AGMs in accordance with the provisions of this Constitution and shall inter alia:

1) Functions of the Central Executive Committee (CEC):

- a) Maintain a proper register of all Branches, Chapters, Clubs and Members of the Association
- b) Exercise control over and manage the finances of the Association in such manner as it considers prudent
- c) Appoint representatives to attend Meetings of other organizations
- d) Express in such manner as it deems fit the view of the Association (on) any matter of public
- e) Maintain a Secretariat where all records, documents, Minutes Books, cheque books and such other records of the Association shall be kept.
- f) Represent the interest of the Association on the Boards of Governors of Abeokuta Grammar School.
- g) Convene General Meetings of the Association and the Central Executive Committee as it deems fit, except where the Constitution expressly provides otherwise
- h) Bring before the Annual General Meeting or any other Meeting any matter that it considers material to the Association, her objectives or interests or which appears to affect same as stated in this Constitution and make recommendations in relation thereto
- i) Perform all legislative duties relating to the approval of the annual budget of the Association.
- j) Do all things necessary to fulfill the aims and objectives of the Association to the glory of God and Abeokuta Grammar School.
- k) Make all necessary arrangements for the Founders' Day Celebrations
- l) Do all things, in between General Meetings as shall be necessary in the interest of the Association. It shall be proper for the Central Executive Committee to use its discretion in the pursuit of any matter on which this Constitution is silent in the interest of the Association, subject to approval at a General Meeting.
- m) Employ Administrative Staff for the efficient and smooth running of the Association. Any Administrative Staff employed shall be responsible to the Central Executive Committee through the President General.
- n) Appoint Ad-Hoc/Standing Committees as it deems necessary to deal

with specific matters.

2) Membership of the Central Executive Committee

The Central Executive Committee shall comprise the following:

- a) All Global Officers elected at the Annual General Meeting of the Association
- b) All Distinguished Agsoba
- c) All past President-General of the Association
- d) All past Secretary-General of the Association
- e) The current President and Secretary of each Branch duly registered with the Association
- f) The current President and Secretary of each Chapters duly registered with the Association
- g) The current President and Secretary of each Club duly registered with the Association
- h) The serving Principal(s) of the School (Senior and Junior Schools)
- i) A representative of the Parents-Teachers Association of the School who shall be an Agsoba.

3) Chairmanship of the Central Executive Committee

The Central Executive Committee shall be chaired by the President General

4) Disqualification

A member of the CEC shall cease to be a member if he:

- a) is absent from the Meeting of the CEC for three consecutive times without good reason
- b) resigns
- c) in the written opinion, given to the Association, of a registered medical practitioner treating that person, has become physically incapable of acting as a CEC member and may remain so up to the end of their term of office
- d) becomes of an unsound mind
- e) is officially declared bankrupt
- f) is convicted by a court of competent jurisdiction, of a serious criminal offence involving a capital offence e.g. murder; a crime involving dishonesty e.g. stealing or fraud; or a crime involving moral turpitude e.g., rape or defilement

ARTICLE X: GLOBAL EXECUTIVE COMMITTEE (GEC)

The International Executive Committee (INEC) shall execute the decisions of the Annual General Meeting and report to the Central Executive Committee (CEC) quarterly, and annually to the Annual General Meeting.

- 1) The Global Officers of the Association shall be elected at the Annual General Meeting of the Association, during an election year.
- 2) The International Officers of the Association shall be:
 - a) President General
 - b) 1st Vice President General
 - c) 2nd Vice President General
 - d) Secretary General
 - e) Assistant Secretary General
 - f) Global Financial Secretary
 - g) Assistant Global Financial Secretary
 - h) Global Treasurer
 - i) Global Internal Auditor
 - j) Global Social Secretary
 - k) Assistant Global Social Secretary
 - l) Global Publicity Secretary
 - m) Assistant Global Publicity Secretary
 - n) Global Welfare Secretary
 - o) Global Legal Adviser

3) DUTIES OF INTERNATIONAL OFFICERS:

(a) PRESIDENT GENERAL:

The President General shall be the Chairman of the Association and shall:

- i) preside over all Meetings of the Association
- ii) cause to be summoned all Meetings of the Association
- iii) summon any Extra-Ordinary General Meeting and other Meetings in accordance with the decision of the Global Executive Council (GEC) or on the advice of the Central Executive Committee (CEC), at the requisition of registered constituent Clubs, Chapters and Branches for such an Extra-Ordinary General Meeting in accordance with the relevant sections of this Constitution
- iv) present the President General's Annual Report of the Association's activities at the Annual General Meeting
- v) co-ordinate the activities of all other Officers of the Association

- vi) conduct the affairs of all Meetings in accordance with the Constitution and the approved Standing Orders
- vii) ensure that the Association is run in accordance with this Constitution and decisions are properly taken by the Association through its appropriate organs
- viii) be an authorized signatory on the Association's bank account(s).
- ix) represent the interest of the Association on the Board of Governors of Abeokuta Grammar School

(b) VICE PRESIDENTS GENERAL:

- i) The Vice Presidents General shall assist the President General
- ii) The 1st Vice President General shall perform all the duties of the President General in his absence or any other duties assigned to him by the President General and this constitution
- iii) The 1st Vice President General shall be an authorized signatory on the Association's bank account(s)
- iv) The 2nd Vice President General shall perform all the duties of the President General and 1st Vice President General in their relevant absence or any other duties assigned to him by the President General and this constitution

(c) SECRETARY GENERAL:

The Secretary General shall perform all the duties of an organized body of persons including the following:

- i) shall issue circulars summoning the Meeting of the Central Executive Committee, Global Executive Committee, Annual General Meeting and/or such other Meetings as may be directed by the President General.
- ii) shall take and record in the appropriate Minutes Book all proceeding of Meetings for adoption, ratification and appropriate circulation.
- iii) shall keep and maintain a proper record of the Members of the Association in its Clubs, Chapters and Branches.
- iv) shall handle the correspondence of the Association unless otherwise directed.
- v) shall make available any record of the Association for the inspection of any Member desirous of seeking information from such record. All Officers of the Association shall be responsible to the Association through him, except the Auditors.
- vi) shall have the custody of the Seal of the Association.

- vii) shall present at the Annual General Meeting an Annual Report which shall incorporate the full activities of, and other matters relating to, the Association.
- viii) shall be an authorized signatory on the Association's bank account(s).
- ix) The Secretariat shall keep for imprest account an amount approved by the Central Executive Committee.
- x) shall keep a proper record of all awards
- xi) shall be responsible for the general management of the Secretariat of the Association
- xii) shall represent the interest of the Association on the Board of Governors of Abeokuta Grammar School

(d) ASSISTANT SECRETARY GENERAL

The Assistant Secretary General shall perform the following duties:

- i) shall assist the Secretary General as may be necessary and desirable.
- ii) shall cooperate with the Secretary-General to ensure the efficient, smooth and Constitutional running of the Association.
- iii) In the absence of the Secretary-General, he shall perform the duties of the office.

(e) GLOBAL FINANCIAL SECRETARY

The duties of the International Financial Secretary shall be as follows:

- i) He shall collect all monies due and payable to the Association and issue receipts for them.
- ii) He shall keep and maintain in the Secretariat a proper transactional record of all payments to the Association.
- iii) He shall pay to the Treasurer within forty-eight hours of receipt all monies received by him on behalf of the Association and shall obtain a receipt from the Treasurer in respect of such payment.
- iv) He shall be in constant touch with the Clubs, Chapters and Branches to ensure that all the registered Constituent groups pay their dues as prescribed by this Constitution
- v) He shall prepare vouchers for the payment of monies from the funds of the Association and the vouchers shall be counter-signed by the President General before payment..
- vi) He shall render a periodic report to the Central Executive Committee, the Annual General Meeting and as when required.

- vii) He shall forward all Financial Reports and all working documents during a year to the External Auditors
- viii) He shall submit to the Annual General Meeting an Audited Statement of Account covering the preceding year. It shall incorporate the Financial Policy and Budgetary Control Systems of the Association
- ix) He shall be responsible for producing the Association's Annual Budget which must be presented for approval to the penultimate (April) Central Executive Committee Meeting preceding the Annual General Meeting
- x) shall collate lists of all Financial Members submitted by each Club, Chapter and Branch and therefrom compile a Voter's list of eligible Financial Members to be distributed for election purposes by the Electoral Committee
- xi) shall carry out any decision or directive of the Central Executive Committee on all matters relating to the finance or budget of the Association

(f) ASSISTANT GLOBAL FINANCIAL SECRETARY

- i) The Assistant International Financial Secretary shall assist the International Financial Secretary in the performance of all Financial duties of the Secretariat
- ii) shall at the request of or in the absence of the International Financial Secretary, act in his place

(g) GLOBAL TREASURER

The duties of the Global Treasurer shall include the following:

- i) shall ensure the safe-keeping of all monies of the Association paid to him
- ii) shall deposit in a Bank approved by the Association within forty-eight hours of receipt, all monies received by him.
- iii) shall keep and maintain a proper record of all monies received (including from the Global Financial Secretary) and paid by him into the Association's bank accounts and other financial investments
- iv) shall submit a periodic report on the treasury activities of the Association to the Central Executive Committee and as when required
- v) He shall forward all financial reports and all working documents during a year to the External Auditors

- vi) shall issue receipts for all monies paid to him and he shall obtain receipt for all monies paid by him
- vii) shall keep the bank cheque book, passbook and other financial documentary assets of the Association entrusted to him for safe keeping
- viii) shall be responsible for all On line banking activities of the Association, working in collaboration with the Global Financial Secretary
- ix) shall be an authorized signatory on the Association's bank account(s)

(h) GLOBAL AUDITOR:

The Global Auditor shall:

- i) Ensure that financial policy and operational processes and procedures are strictly adhered to
- ii) Ensure that all Association assets are kept safe, secure, unencumbered and judiciously utilised
- iii) Ensure that proper books are kept by the Association
- iv) Audit the Books of Accounts of the Association at least once a year
- v) Shall submit an Internal Audit Report to the Central Executive Committee on a periodic basis. The report shall include any faults or irregularities found and suggestions for improvements on the finances of the Association.
- vi) Shall be availed full access to all Books and Records of the Association
- vii) Shall avail the External auditor access to all internal audit reports and documentation

(i) GLOBAL SOCIAL SECRETARY

The duties of the Global Social Secretary shall include the following:

- i) He shall be responsible for organizing and promoting Social activities within the Association
- ii) He shall be responsible for the planning and smooth execution of all Association's social events
- iii) He shall coordinate all the activities of various Committees as stipulated in Article XX Section 4
- iv) He shall work with the President General, the Secretary General and the Global Financial Secretary in planning the Annual

Social Events Budgets including doing the risk assessments for them in line with the annual social activities of the Association

- v) He shall coordinate with the Global Publicity Secretary to ensure that all events are effectively publicized to all Clubs, Chapters, Branches and the Public at large

(j) ASSISTANT GLOBAL SOCIAL SECRETARY

The Assistant International Social Secretary shall assist the International Social Secretary in the performance of all Association's Social duties of the Secretariat and shall at the request of or in the absence of the International Social Secretary, act in his place.

(k) GLOBAL PUBLICITY SECRETARY

The duties of the International Publicity Secretary shall include the following:

- i) He shall have the responsibility for the publicity of the Association and its activities.
- ii) He shall serve as the Public Relations Officer of the Association.
- iii) He shall duly and sufficiently publicize through different outlets and media, the activities of the Association including social events.
- iv) He shall issue statements and releases on matters of general interest to the Association, in consultation with the President General and/or the International Executive Committee and/or as may be directed by the Central Executive Committee.
- v) He shall work in cooperation with the Secretary General and other Officers of the Association to collect materials for the bulletin.
- vi) He shall perform all such other duties as directed by the Central Executive Committee
- vii) He shall present to the public at all times the correct and progressive image of the Association and the *Alma Mater*.
- viii) He shall ensure the smooth running of all social media outlets of the Association.
- ix) He shall centrally coordinate, in consultation with the Secretariats of all Clubs, Chapters and Branches, the action of all Members of the Association for the purpose of participation in activities relating to the Association and of the *Alma Mater*.

(l) ASSISTANT GLOBAL PUBLICITY SECRETARY

- i) The Assistant Global Publicity Secretary shall assist the Global Publicity Secretary in the performance of all Association's Publicity duties of the Secretariat
- ii) shall at the request of or in the absence of the Global Publicity Secretary, act in his place

(m) GLOBAL WELFARE SECRETARY

The Global Welfare Secretary shall:

- i) Be responsible for the welfare of all members of the Association
- ii) Be responsible for initiating and maintaining welfare initiatives for all members of the Association

(n) GLOBAL LEGAL ADVISER

- i) The Association shall at an Annual General Meeting appoint a Legal Practitioner as its Global Legal Adviser from among its Members ;
- ii) The Global Legal Adviser shall:
 - (1) Advise the Trustees, Central Executive Committee, Global Executive Committee and other organs of the Association on legal matters from time to time, and liaise with solicitors to the Association on all legal matters;
 - (2) Shall receive all complaints and petitions relating to the elections of the Association;
 - (3) Submit his reports to the Central Executive Committee and/or Global Executive Committee, as appropriate, who will take actions in line with the provisions of this Constitution.

(o) EXTERNAL AUDITOR:

The external auditor shall

- i) Be a Qualified Accountant/Registered Auditor
- ii) Be appointed annually at the Annual General Meeting and in compliance with any Statutory financial requirements
- iii) Examine and report on the books of accounts of the Association
- iv) Append a summary report of his examination of the books and sign the audited accounts to be presented at the Annual General Meeting.

ARTICLE XI: BRANCHES

- 1) Branches shall be formed in any town or country by any group of Old Students.
- 2) A Branch shall not have less than twenty (20) Members at the time of its initial registration with the International Secretariat
- 3) No new Branch shall be formed in a town or country where there is a functioning Branch.
- 4) As soon as possible after the formation of a Branch the Secretary of the Branch shall register the Branch with and forward the names of Members and Officers to the International Secretariat.
- 5) A one off registration fee, to be determined from time to time by the Central Executive Committee, shall be paid at the time of registration.
- 6) A Branch may have its own written Rules and Regulations (hereinafter called "Rules") to guide it in its activities, a copy of such Rules shall be registered with the International Secretariat.
- 7) If any provision of such Rules contradicts in fact or in spirit any provision of this Constitution, the provision of this Constitution shall prevail. Exceptions shall be considered and may be permitted by the CEC where a Branch located outside Nigeria can satisfactorily show that the contradicting provision of its Rules was made in conformity with the laws of the country where it is located and that doing otherwise will put the Branch in violation of the laws of such country.
- 8) The highest Officer of a Branch shall be called President. President General is to be reserved for the Global Body only.
- 9) Secretaries of Branches shall send Annual Reports of their activities to the Global Secretariat not later than three (3) calendar months (End of March) before the Founders' Day Celebrations. This report shall also include updated Officers/Members list detailing their Membership status.
- 10) A Branch shall be responsible for registering new Clubs and Chapters with the Global Secretariat and carry out an oversight function over the Clubs and Chapters within their jurisdiction and report same to the Central Executive Committee from time to time.
- 11) A Branch shall be responsible for vetting and recommending any Distinguished Agsoba Award nominations for Clubs and Chapters affiliated to them.

ARTICLE XII: CLUBS

- 1) A Club shall consist of all Old Students who matriculated in a particular year or graduated in a particular year.
- 2) An Old Student who spent more or less than the number of years from matriculation to graduation can choose to join either the Club of his matriculation year or the graduating year
- 3) A Club shall be named as “AGSOBA Club XXXX” including 4 digits comprising the last two digits of year of admission and the last two digits of year of graduation.
- 4) A Club shall be affiliated to a Branch which shall register it with the Global Secretariat as soon as possible after formation..
- 5) Members will, however, retain individual rights, obligations and function within their respective Clubs, local Branches and AGSOBA Worldwide.
- 6) No two Clubs of the same classmates will be allowed.
- 7) A one off registration fee, to be determined from time to time by the Central Executive Committee, shall be paid at the time of registration.
- 8) The details of the Club Members and Officers should be forwarded also to the Global Secretariat
- 9) A Club should not have less than ten (10) Members at the time of its initial registration with the International Secretariat.
- 10) A Club may have its own written Rules and Regulations to guide it in its activities; a copy of such rules shall be registered with the Global Secretariat.
- 11) If such Rules and Regulations contradict in fact or in spirit any clause or clauses of the Constitution of the International Body, the latter, that is, the Constitution of the Global Body shall be upheld against such a rule if any and when necessary.
- 12) The Club shall elect its Officers from time to time in accordance with its rules and forward the names and other details of such Officers to the Central Executive Council.
- 13) The highest Officer of a Club shall be called President; President General is to be reserved for Global Body only.
- 14) Secretaries of Clubs shall send Annual Reports of their activities to the Global Secretariat not later than three (3) calendar months (End of March) before the Founders’ Day Celebrations. This report shall also include updated Officers/Members list detailing their Membership status.

ARTICLE XIII: CHAPTERS

- 1) A Chapter may be formed in any tertiary educational institution in Nigeria and anywhere in the world
- 2) A Chapter shall be affiliated to a Branch which shall register it with the Global Secretariat as soon as possible after formation.
- 3) Members will, however, retain individual rights, obligations and function within their respective Clubs, local Branches and AGSOBA Worldwide
- 4) Lecturers, non-teaching staff and Students of such institutions, who are Old Students of Abeokuta Grammar School, are eligible to register with the Chapter.
- 5) Not more than one Chapter shall be formed in any institution.
- 6) A one off registration fee, to be determined from time to time by the Central Executive Committee, shall be paid at the time of registration.
- 7) The details of the Chapter Members and Officers should be forwarded also to the International Secretariat as soon as possible after formation.
- 8) A Chapter should not have less than ten (10) Members at the time of formation and registration.
- 9) A Chapter may have its own written Rules and Regulations to guide it in its activities; a copy of such rules shall be registered with the Global Secretariat.
- 10) If such Rules and Regulations contradict in fact and/or in spirit any clause or clauses of the Constitution of the International Body, the latter, that is, the Constitution of the Global Body shall be upheld against such a rule if any and when necessary.
- 11) The Chapter shall elect its Officers from time to time in accordance with its rules and forward the names and other details of such Officers to the Global Secretariat.
- 12) The highest officer of a Chapter shall be called President; President General is to be reserved for Global Body only.
- 13) Secretaries of Chapters shall send Annual Reports of their activities to the Global Secretariat not later than three (3) calendar months (End of March) before the Founders' Day Celebrations. This report shall also include updated Officers/Members list detailing their Membership status..

ARTICLE XIV: INDIVIDUALS

- 1) All Agsoba are encouraged to join Clubs of their classmates and/or Chapters/Branches and shall be free to attend the Annual General Meeting or the Meetings of those Clubs, Chapters or Branches nearest to them.
- 2) Every member shall comply with the Constitution, Rules and Regulations of his Club, Chapter or Branch at all times.
- 3) Every member shall pay his annual dues, subscriptions and other payments to his Club, Chapter, Branch and the International Body.
- 4) Every member should endeavor to attend Meetings regularly and make useful contributions during discussions at Meetings

ARTICLE XV: CODE OF CONDUCT FOR MEMBERS

- 1) Members must respect constituted authority
- 2) Members must respect the Association Rules and Regulations
- 3) Members must be punctual at Association Meetings and events
- 4) Members must observe decorum at Meetings and all Association's events

ARTICLE XVI: ORDER OF PRECEDENCE

The order of precedence of the Association shall be as follows:

- 1) President General
- 2) Trustees
- 3) Global Officers
- 4) Past Presidents General
- 5) Past Vice Presidents General
- 6) Past Secretary Generals
- 7) Distinguished Agsoba
- 8) Other Central Executive Committee Members
- 9) The Principal of the School
- 10) Members

ARTICLE XVII: ELECTION OF OFFICERS

- 1) The Central Executive Committee shall appoint a 5-member Electoral Committee at least six months before the AGM/Election.
- 2) Membership shall be limited to Agsoba
 - a) who are not contesting for elective positions at the AGM
 - b) who are not current Members of the Global Executive Committee
 - c) who represent five different decades of class sets (e.g. 2011-2020, 2001-2010, 1991-2000, etc) preceding the time of an election
 - d) including male and female Members.
- 3) The Committee shall be responsible for the conduct of the elections at the Annual General Meeting
- 4) The Electoral Officers shall have no vote and cannot contest in the elections.
- 5) **Election Guidelines**
 - a) Election of Officers shall be by secret ballot
 - b) Election of Officers as provided under this Constitution shall be held every two years during the Annual General Meeting.
 - c) All Officers shall hold office for two years effective from the date of election, except where elected between election years.
 - d) An officer shall be eligible for re-election on the expiration of his term of office for one further term of two years only.
 - e) Any officer who had served two consecutive two-year (2-year) terms in an office cannot run for the same office again, but can only run for another office for no more than two terms consecutively.
 - f) No officer shall hold office for more than four (4) consecutive years.
 - g) All Officers elected at an Annual General Meeting shall be notified in writing and they shall be individually required to acknowledge in writing indicating their willingness to serve.
 - h) At any Annual General Meeting in which an election is held, the President General or any person acting for him shall, on behalf of himself and other Members of the Global Executive Committee, make a statement of which he shall declare the Membership of the Global Executive Committee vacant and he, with the other Members of the Global Executive Committee, shall vacate their seats.
 - i) A Candidate for election to a post shall be nominated by two financial Members.
 - j) All nominations shall be endorsed by the Candidate's Branch.
 - k) A Branch can only endorse the nomination of one Candidate for a particular post.
 - l) The Electoral Committee shall publish the election protocols not later than 4 months (End of February) before the elections. These shall

include an invitation to Old Students to pick up and submit nomination forms before a given deadline.

- m) The Electoral Committee shall publish the Draft Voting List and list of Contestants not later than 2 months (End of April) before the elections.
- n) The Electoral Committee shall publish the Final voting list and list of Contestants not later than the second week in June before the elections.
- o) In case of an equality of votes, the voting for the particular office shall be repeated until a clear Winner emerges.
- p) The Electoral Committee shall screen and accredit Candidates in line with the following criteria:
 - i) Candidates for the positions of President General and Vice-Presidents General shall be at least forty (40) years-old on the day of election.
 - ii) Candidates for other positions must be at least twenty-five (25) years-old on the day of election.
 - iii) Candidates for the positions of President General, Vice-Presidents General, Secretary-General and Assistant Secretary-General must possess a minimum of a first degree/HND or equivalent professional qualification.
 - iv) Candidates for the positions of Global Financial Secretary, Global Treasurer and Global Auditor must possess verifiable qualifications and experience in Finance and/or Accountancy
 - v) A candidate for the position of President General who shall be a Distinguished Agsoba, must have served as the President of a Branch, and in addition shall command enough respect among the generality of the Association and the Larger Community.
 - vi) Candidates for the positions of Vice-Presidents General, who must be Distinguished Agsoba, must have served as the President of a Club or Branch, and in addition shall command enough respect among the generality of the Association and the Larger Community.
 - vii) Candidates for the positions of President General and Vice-Presidents General shall show proof of their contribution to their Club, Chapter and/or Branch, i.e. personal services, programme sponsorship and projects for the Global Body and *Alma Mater* etc.
 - viii) All Candidates must show proof of their participation and involvement as Officers and/or Members of their Clubs, Chapters and/or Branch.

- ix) Candidates must have been actively involved in the activities of the Association in the preceding five (5) years before an election.
 - x) Only Financial Members shall be eligible to vote and be voted for. In this context, Financial Members are those Members that are up to date with their annual dues and have attended at least half of the Meetings of their Clubs, Chapters or Branches in the last two preceding years prior to the elections.
 - xi) The Global Financial Secretary and Secretary General will provide Members' list detailing their Financial Status to the Electoral Committee.
 - xii) A Candidate's Club, Chapter or Branch's subscription must have been paid for the last two preceding years prior to the election year, except where the group was registered less than two years before the election.
- 6) Voting on all matters except election of Officers shall be by show of hands, each voting Member present having only one vote, a decision shall be carried by a simple majority of voters present. The Presiding Member at such Meeting shall have a casting vote in the event of a tie.

ARTICLE XVIII: CODE OF CONDUCT FOR OFFICERS

- 1) All Officers shall be admitted to an oath of allegiance to the Association and its Constitution before assuming office.
- 2) An Officer of the Association shall cease to hold office if he:
 - a) is convicted of a criminal offence by a court of competent jurisdiction;
 - b) becomes insane or incapacitated by illness;
 - c) does not attend two consecutive Meetings of the Global Executive Committee (INEC) and fails to give a genuine reason acceptable to the President General for the absence;
 - d) refuses to carry out his duties after the Central Executive Committee has informed him to do so by a letter;
 - e) persistently violates the provisions of this Constitution.

ARTICLE XIX: SUSPENSION/REMOVAL OF OFFICERS

An officer of the Association may be subject to suspension or removal from office on grounds of contravening any of the provisions of Article XVIII(1) of this Constitution.

- 1) Where a ground exists for the removal of an officer, a complaint shall be forwarded in writing to the Trustees by either:
 - a) The Central Executive Committee, or
 - b) Fifteen (15) full financial Members of the Central Executive Committee, where the Central Executive Committee refuses to act,
 - i) Stating the officer(s) to be removed; and
 - ii) Setting out the grounds on which they intend to remove him
- 2) If in the opinion of the Trustees, a prima facie case is made out against the officer, the Trustees shall forward the Complaint to him and give him a period not exceeding fourteen (14) days to make his defence in writing and cause a notice of hearing to be served on him;
- 3) The notice of hearing shall be served along with the complaint above, either personally, by email, by registered post addressed to his last known address on record, by SMS or any other available medium;
- 4) The notice shall state the date, time and place of hearing;
- 5) There shall be at least twenty-one (21) days between service of any such notice and the date fixed for the hearing;
- 6) The officer shall vacate his office temporarily after the notice of hearing is served on him;
- 7) If the officer fails to appear in person, the Trustees shall, upon proof of service on him of the notice of hearing, proceed to determine the case in his absence based on his defence in writing;
- 8) If after the hearing or consideration of the defence in writing, the Trustees adjudge that the allegation against the officer has not been proved, they shall record a finding that the officer is not guilty of such conduct in respect of the matters to which the allegation relates and the officer shall resume his duties
- 9) If after the hearing, the Trustees find that the allegation has been proved beyond reasonable doubts, they shall submit a Report within fourteen (14) days of the hearing to the Central Executive Committee who shall direct the Secretary-General to summon a General Meeting at least twenty-one (21) days before the date of the Meeting in order to present the Report to Members;
- 10) Where the Secretary-General is the officer the Complaint is written about, the Central Executive Committee shall direct the Assistant Secretary-General to summon a General Meeting;
- 11) At the General Meeting, the Report of the Trustees shall be read out to Members;
- 12) If the Trustees find that the allegation has been proved, motion for the suspension/removal of an officer shall be followed by a Resolution passed by not less than two-thirds majority of full financial Members present at a General Meeting convened for that purpose.

ARTICLE XX: FILLING OF VACANCIES

Where there are vacancies in any of the elective offices, the Central Executive Committee shall appoint Members to function in the vacant offices until the next election year's Annual General Meeting.

ARTICLE XXI: COMMITTEES

- 1) The Central Executive Committee shall have power to set up Committees which may be standing or ad-hoc for the purpose of looking into such matters that may be referred to it from time to time.
- 2) Each Committee so set up shall be responsible to the Central Executive Committee to whom its report and/or recommendation shall be forwarded for consideration.
- 3) The Membership of any Committee set up under this Article of this Constitution shall stand dissolved at the expiration of the tenure of the current elected Officers of the Association i.e. at the Annual General Meeting in an election year, unless otherwise provided.
- 4) **STANDING COMMITTEES:**
 - a) **FUNCTION**

The Standing Committees shall be permanent Committees whose main functions shall be the furtherance of the aims and objectives of the Association and as may be decided from time to time by the Members in General Meetings.
 - b) **MEMBERSHIP**

Each Committee shall comprise at least three Members and shall be headed by a Chairman who shall be a member of the Central Executive Committee.
 - c) **LIST OF STANDING COMMITTEE**

The standing Committees shall include:

 - i) Founders Day Celebrations Committee
 - ii) Scholarship and Education Committee
 - iii) Finance & General Purposes Committee
 - iv) Membership Committee
 - v) Welfare Committee
 - vi) Merit Awards Committee
 - vii) Technical Committee
 - viii) Disciplinary Committee

d) FOUNDERS' DAY CELEBRATIONS COMMITTEE

- i) Shall organize events for the Annual Founders' Day celebrations which will include, but not limited to:
 - (1) Annual Lecture/Symposium/Workshop
 - (2) Variety Night
 - (3) Football match
 - (4) Lunch, Dinner and/or GALA DANCE
 - (5) Annual General Meeting (in conjunction with the Central Executive Committee)
 - (6) Jumaat Service at the Central Mosque on Friday
 - (7) Thanksgiving Service at the Cathedral Church of St Peters on the last day on Sunday, and
 - (8) Any other activities in which Old Students and current Students jointly or severally shall take part
- ii) shall submit a proposal at the first Meeting of the Central Executive Committee of every year including a budget for its activities
- iii) present a written report (including financial details) of its activities to the Central Executive Committee not later than four (1) weeks after the Annual General Meeting of that year
- iv) Any commercial activities relating to the Founders' Day Celebrations must be approved by the Finance and General Purpose Committee to which all the proceeds from such activities must be rendered.
- v) Shall be chaired by the International Social Secretary
- vi) All Branches must be represented in the composition of this Committee
- vii) The International Financial Secretary shall be a member of this Committee
- viii) Other members may be coopted as may be needed

e) SCHOLARSHIP & EDUCATION COMMITTEE

Shall perform the following functions:

- i) register, administer and operate all donations, gifts, etc. relating to scholarship awards and other related activities for the benefit of the Students of Abeokuta Grammar School
- ii) coordinate all scholarship awards coming from AGSOBA Worldwide
- iii) solicit funds to boost its programme of activities
- iv) present a written report of its activities to the Central Executive Committee not later than four (4) weeks preceding the Annual General Meeting of that year.
- v) Shall be chaired by the 2nd Vice President General

f) FINANCE AND GENERAL-PURPOSE COMMITTEE

Shall function as follows:

- i) Responsible for implementing the Association's decisions, for financial management and for advising the Association on policy and strategic matters
- ii) See to the production of an annual budget for the Association
- iii) Prepare guidelines and policy for raising money for the realization of projects
- iv) Organize any other activity to achieve (iii) above
- v) To oversee on behalf of the Association:
 - (1) Implementation of the Association 's financial strategy.
 - (2) Preparation of the Association's Annual Financial Statements.
 - (3) The financial performance against budget of the Association on a quarterly basis (or more frequently if required).
 - (4) The Association's investments and borrowings and their performance in line with approved strategy and policy.
 - (5) The Association's interests in related entities, joint ventures, relationships and their related entities.
 - (6) The strategy and performance of the Association's commercial activities such as promotional materials.
 - (7) Policies and procedures in relation to the exploitation of the Association's Intellectual Property (subject to the powers of the Central Executive Committee
 - (8) The Association's endowment and fundraising strategy and policies, and use of donated funds and endowments.
 - (9) The maintenance of all assets of the Association
 - (10) Any action that may be considered necessary, including the instigation and negotiation of any significant legal

proceedings, in pursuance of the management and protection of Association property and reputation and the maintenance of good order, liaising with the International Legal Adviser.

(11) The judicious, efficient and effective deployment of the Association's resources, as appropriate.

- vi) Present a written report of its activities to the Central Executive Committee not later than four (4) weeks preceding the Annual General Meeting of that year.
- vii) Be chaired by a member of the Central Executive Committee who is vast in Financial Management and Administrative matters, but not a member of the International Executive Committee.
- viii) The International Financial Secretary and the International Treasurer shall be members of this Committee
- ix) All Branches must be represented in the composition of this Committee

g) MEMBERSHIP COMMITTEE

The Committee shall:

- i) Support Membership growth by actively recruiting, retaining, and engaging Members.
- ii) Encourage members of the same sets to form Clubs and interact
- iii) Oversee the maintenance of Membership database
- iv) Identify potential new Members, contact inactive Members, and engage current Members.
- v) Occasionally provide input and feedback regarding Membership needs, programme and policies
- vi) Be responsible for collaborating with Committees, sections, special interest groups, Board of Trustees and liaisons staff on key strategies, challenges, and needs in order to provide insight on Membership recruitment, engagement and retention.
- vii) Engage with current Members by hosting relevant get-together, mentoring new Members, contacting Members in their regions, etc.
- viii) Occasionally provide input on Membership recruitment and retention campaigns
- ix) Present a written report of its activities to the Central Executive Committee not later than four (4) weeks preceding the Annual General Meeting of that year.
- x) The 1st Vice President General shall be the chair of the Committee and the Secretary General shall be a member

h) WELFARE COMMITTEE

- i) The Welfare Committee shall be responsible for the welfare of all members of the Association
- ii) The Welfare Committee shall be composed of both male and female members of the Association
- iii) The International Welfare Secretary shall be the Chair of the Committee

i) HONOURS AND AWARDS COMMITTEE

- i) There shall be an AGSOBA Honours Committee which shall consist of the following –
 - (1) The immediate past President-General shall be the Chairman of the Committee.
 - (2) All Past President-Generals of AGSOBA Global
 - (3) One member of the CEC who must be an AGSOBA DA award holder who shall be elected at one of its meetings
 - (4) one member from each Branch recognized by AGSOBA Global Executive Committee who shall be an AGSOBA DA award holder
 - (5) the AGSOBA Global Secretary-General shall serve as secretary who shall have no voting right.
- ii) The tenure of members of the Committee (with the exception of the Past President-Generals who shall be permanent members) shall be 2 years, and renewable for a further term of 2 years and no more.
- iii) Where there is a vacancy in membership of the committee, such shall be filled by the CEC at one of its meetings with a new member to serve the tenure of the departing member by –
 - (1) a person from the same category as the departed member; and
 - (2) where such is not possible, by a person elected for that purpose at a CEC meeting.
- iv) The quorum of the meeting shall be 5, one of whom must be the Chairman. In his absence, the Vice Chairman, who shall be one of the last two Past President-Generals.
- v) The decision of the Committee shall be by consensus.

j) TECHNICAL COMMITTEE

- i) The primary purpose of the Technical Committee is to assist the Central Executive Committee and International Executive Committee in fulfilling its oversight responsibilities on specific technical matters which are beyond the scope or expertise of non - technical Committee Members.
- ii) The Committee shall provide technical support in all human endeavor, such as the Association's Information Technology (IT) strategy and the progress of major IT projects, Maintenance Culture and relevant building technology and engineering strategies etc as at when required by the school and the Association.
- iii) The Technical Committee will be made up of Members from different technical backgrounds who combine their expertise to solve a problem facing the Association.
- iv) Where applicable, the Technical Committee can seek external expert advice/consultation as may be required with the approval of the International Executive Committee.
- v) The Chair of this Committee shall be a member who has specific professional and technical expertise and experience e.g. Engineer, Town Planner, Builder, Surveyor, Architect, Information Technology, etc. .

k) DISCIPLINARY COMMITTEE

Shall be charged with examining alleged breaches of discipline within the Association and adjudicating on them.

- i) The Disciplinary Committee shall be made up of five (5) Members with a Distinguished Agsoba of impeccable character as Chairman
- ii) At least one member of the Committee must be a Legal Practitioner
- iii) If the conduct of any member is such as to reflect adversely on the Association, or more explicitly, where a member is alleged to have behaved in a way as to bring the Association into disrepute, and there is a petition placed before the International Executive Committee in respect of the offence, then the International Executive Committee shall refer the matter to the Disciplinary Committee.
- iv) The Committee shall investigate the allegation and make recommendations to the International Executive Committee.
- v) Based on the recommendations of the Disciplinary Committee, the International Executive Committee may reprimand, warn or impose appropriate sanctions, including indefinite suspension,

based on the gravity of the misdemeanour

vi) **Appeals:**

- a. Where the member is not satisfied with the decision of the International Executive Committee, such member shall have the right to appeal to the Board of Trustees of the Association.
- b. The Secretary General shall inform the Trustees of such development. They will be fully briefed about the sitting of the Board and any of the Trustees may so choose to attend the sittings of the Board and contribute to the proceedings. Trustees shall vote during decision
- c. Where the member is still not satisfied with the decision of the Board of Trustees, he can then appeal to the Annual General Meeting of the Association.
- d. The decision of the Annual General Meeting shall be final and binding on all parties.
- e. No member shall seek external intervention on the Association's affairs until all internal processes and mechanisms for resolving issues have been exhausted, and penalty for contravention of this clause is immediate suspension from the Association.

5) **AD HOC COMMITTEES:**

- a) The Central Executive Committee shall appoint additional Ad Hoc Committees from time to time as it may require in implementing its decisions.
- b) The Chairman of an Ad hoc Committee shall be appointed by the Central Executive Committee and the Secretary may be by the consensus of the Members of the Committee.
- c) The Central Executive Committee will determine and advise the terms of reference of any Ad hoc Committee so appointed.
- d) The terms of reference of an Ad hoc Committee shall not be in conflict with any provision of this Constitution.

ARTICLE XXII: MEETINGS AND QUORUM

- 1) Annual General Meeting of the Association which shall be held once a year at Abeokuta Grammar School (AGSOBA HALL), as much as possible, in the month of July to coincide with the month and week of founding the school, as may be determined by the Central Executive Committee provided that the Central Executive Committee may postpone the holding of the Meeting in the event of some unforeseen circumstances making it impracticable to hold the Meeting in the month of July.
- 2) Thirty-five (35) Members including either the President General or a Vice

President General and the Secretary General or the Assistant Secretary General shall form a quorum at the Annual General Meeting

- 3) The Central Executive Committee (CEC) shall meet quarterly and as occasions demand at such time and place as the Central Executive Committee may decide fit and desirable.
- 4) Twenty-five (25) Members of the Central Executive Committee including either the President General or a Vice President General and the Secretary General or Assistant Secretary General shall form a quorum for the Central Executive Committee Meeting
- 5) The International Executive Committee (INEC) shall meet bi-monthly (i.e. 6 times a year) and at such other times and date as shall be directed by the President General.
- 6) The President General or a Vice-President General and the Secretary-General or his Assistant and six (6) other Members of the International Executive Committee shall form a quorum for every Meeting of the International Executive Committee
- 7) The Secretary General shall give a minimum of twenty-one (21) days' notice of all Meetings in writing except an emergency Meeting which may be summoned at the discretion of the President General
- 8) If and when the Central Executive Committee shall refuse to summon an Annual General Meeting in accordance with section 1 above, thirty (30) Financial Members shall be eligible to summon such an Annual General Meeting and the decisions duly reached thereat shall bind the Association subject to conformity with the provisions of the Constitution with regards to Quorum and Notice of Meetings
- 9) Extra-Ordinary General Meeting may be summoned at any time at the instance of the President General or the Central Executive Committee. The quorum for Extra-Ordinary General Meeting shall be: President General or a Vice-President General, Secretary-General or the Assistant Secretary General, Representatives of registered Branches and at least five (5) Clubs or Chapters, provided the total number of individuals present shall not be less than thirty-five (35)
- 10) In any General Meeting, Annual General Meeting, Extra-Ordinary General Meeting or Central Executive Committee Meeting, all Members shall be entitled to attend but only financial Members shall be entitled to vote or be voted for.
- 11) **Mode of Meetings:** Association Meetings may be held in either/or a combination of the following ways:
 - a) Physically at Abeokuta Grammar School (AGSOBA HALL) or any other agreed venue
 - b) On electronic media e.g. ZOOM, Microsoft TEAMS, etc

All Meetings must comply with other express provisions of this Constitution. *

ARTICLE XXIII: FINANCE

1) SOURCES OF FUNDS:

The funds of the Association shall be derived from the following sources:

- a) Induction or Registration fees
- b) Annual Dues/Subscriptions
- c) Voluntary Contributions/Donations
- d) Special Levies
- e) Borrowing
- f) Investments; and
- g) Fundraising

2) INDUCTION/REGISTRATION FEES:

- a) A registration fee, to be determined by the Central Executive Committee from time to time, shall become due and payable at the time of joining the Association through a Club, Chapter, Branch or directly to the Secretariat.
- b) Clubs, Chapters and Branches must remit ninety percent (90%) of all such registration fees collected to the Central Body through the International Financial Secretary immediately but not later than three months after collection.

3) ANNUAL DUES/SUBSCRIPTIONS:

- a) Each member shall be obliged to subscribe annually an amount as may be determined from time to time by members at the Annual General Meeting
- b) Ten percent (10%) of the annual dues/subscriptions collected by all Clubs, Chapters and Branches of the Association shall be paid to the Association through the International Financial Secretary.
- c) Any Club, Chapter or Branch that does not comply with the above will have all its Members denied of the benefits accruable from the International Body such as, but not limited to denial of the right to vote and/or be voted for.

Exceptions shall be considered and may be permitted by the CEC in the case of a Branch located outside Nigeria where the branch can show to the satisfaction of the CEC that complying with this provision will put it in violation of the laws of the country where it is located.

4) VOLUNTARY CONTRIBUTIONS/DONATIONS:

Voluntary contributions/donations done or brought about of one's own will, implying freedom and spontaneity of choice or action without external compulsion will form a major part of the sources of funds of the Association. This may be in the form of cash, services, projects, donated funds and endowments etc.

Prospective donors should contact the AGSOBA Secretariat for details of School needs/requirements which are to be updated by the Secretariat in conjunction with the Schools' authorities on a regular (quarterly) basis, particularly in the case of physical infrastructures such as building.

This list shall include project compliance requirements such as maintenance plans etc.

Donations may also be received from the public through organized activities decided upon by the Central Executive Committee

5) SPECIAL LEVIES:

Each member may be called upon to pay a special levy in aid of approved projects.

6) BORROWING:

The Trustees shall have the power to borrow money from the banks for the purposes of the Association and may secure the same in such manner as the Trustees may deem fit including pledging, charging or mortgaging of any property belonging to the Association. Provided that no borrowing in excess of (N10,000,000) Ten million Naira shall be made and no assets of the Association shall be offered as security for such borrowing without the prior approval of the Annual General Meeting.

7) INVESTMENTS/COMMERCIAL VENTURES:

The Association can set up commercial ventures through the incorporation of a company limited by guarantee under the provisions of The Companies And Allied Matters Act 2020 (CAMA).

8) FUNDRAISING:

The Association can raise funds for specific projects under the provisions of the Finance and General Purpose Committee of the Association.

9) MANAGEMENT OF FUNDS

- a) The funds of the Association shall be deposited in its name with banks approved by the Central Executive Committee.
- b) The account shall be operated by two categories of signatories:
 - i) Category A – President General and 1st Vice President General, where the President General is not available
 - ii) Category B – International Treasurer and Secretary General
 - iii) All cheques and other banking related transactions must be authorized by at least one signatory each from both categories A and B.
- c) A quarterly report shall be submitted to the Central Executive Committee at its Meetings by the International Treasurer.
- d) No expenditure of any money above One hundred thousand naira (N100,000) shall be incurred for any purpose unless such expenditure has been approved generally or specifically by the Central Executive

Committee

- e) The Secretary General shall maintain an imprest of Twenty-five thousand Naira (N25,000) which must be reconciled with the International Financial Secretary's accounts on a monthly basis.
- f) All payments shall be evidenced by vouchers/invoices/receipts.
- g) Where there is a need for urgent expenditure beyond One hundred thousand naira (N100,000) between two consecutive Central Executive Committee Meetings, the President General shall cause a Central Executive Committee Meeting to be convened to seek approval for such expenditure.

ARTICLE XXIV: HONOURS AND AWARDS

- 1) Agsoba, staff and students of the Abeokuta Grammar School and AGSOBA Clubs may be honoured with AGSOBA awards in recognition of their achievements, services and contributions to the AGSOBA, the School and the society.
- 2) There shall be the following category of awards –
 - a) Distinguished Agsoba (DA)
 - b) AGSOBA Merit Award (AMA)
 - c) AGSOBA Recognition Award (ARA)
 - d) AGSOBA Order Of Merit
 - e) AGSOBA Champion Club

3) CRITERIA FOR THE AWARDS

a) The recipient for the award of Distinguished Agsoba (DA)

- i) must be an Old Student of Abeokuta Grammar School
- ii) must have made significant contributions in cash or/and kind to AGSOBA and Abeokuta Grammar School in the course of 2 years prior to the nomination,
- iii) must meet one of the following conditions –
 - a. has reached the pinnacle of his/her profession
OR
 - b. has given distinguished or meritorious service at state, national or global level
OR
 - c. has pioneered or established an enterprise which has made valuable contributions to the national economy
OR
 - d. has attained academic distinction or made discoveries, inventions, innovations or distinguished contributions in learning that are of benefit to humanity
AND
- iv) must provide a record of regular attendance at AGSOBA meetings at Club or Branch or Global levels,
- v) must provide proof of not having defaulted in the payment of

appropriate dues to the AGSOBA, the Branch or the Club to which he/she belongs for a period of not less than 2 years prior to the nomination,

- vi) must be a person of high integrity and impeccable character; and
- vii) must be of sound mind.

b) The recipient for the award of AGSOBA Merit Award (AMA)

- i) must be an Old Student of Abeokuta Grammar School,
- ii) meet the following conditions –
 - a. sacrificed substantial time, effort and/or resources to the causes of the AGSOBA and Abeokuta Grammar School;
OR
 - b. made special contributions to the development and progress of AGSOBA or any of its organs
OR
 - c. made substantial donations in cash and/or kind to the AGSOBA and Abeokuta Grammar School in the course of 2 years prior to the nomination
- iii) provide a record of regular attendance at AGSOBA meetings at Club or Branch or Global levels,
- iv) provide a record of regular contributions in cash or/and kind to the AGSOBA and Abeokuta Grammar School,
- v) be an active member of his/her Branch or Club
- vi) must provide proof of not having defaulted in the payment of appropriate dues to the AGSOBA, his/her Branch or Club to which for a period of not less than 2 years prior to the nomination,
- vii) must be a person of high integrity and impeccable character; and
- viii) must be of sound mind.

c) The recipient for the award of AGSOBA Recognition Award (ARA)

- i) must be an Old Student of Abeokuta Grammar School,
- ii) meet the following conditions –
- iii) sacrificed substantial time, effort and/or resources to the causes of the AGSOBA and Abeokuta Grammar School;
- iv) OR
- v) made special contributions to the development and progress of AGSOBA or any of its organs
- vi) OR
- vii) made substantial donations in cash and/or kind to the AGSOBA and Abeokuta Grammar School in the course of 2 years prior to

the nomination

- viii) provide a record of regular attendance at AGSOBA meetings at Club or Branch or Global levels,
- ix) provide a record of regular contributions in cash or/and kind to the AGSOBA and Abeokuta Grammar School,
- x) be an active member of his/her Branch or Club
- xi) must provide proof of not having defaulted in the payment of appropriate dues to the AGSOBA, his/her Branch or Club to which for a period of not less than 2 years prior to the nomination,
- xii) must be a person of high integrity and impeccable character; and
- xiii) must be of sound mind.

d) The recipient for the award of AGSOBA Recognition Award (ARA)

- i) must be a serving or past principal of Abeokuta Grammar School,
- ii) must have served the School meritoriously
- iii) must have supported AGSOBA during his/her tenure in the School
- iv) must not have been indicted by any panel of enquiry, dismissed from service or have his or her appointed terminated; and
- v) must be of sound mind

e) The recipient for the award of AGSOBA Order of Merit (AOM) must be

- i) a serving or past teacher of Abeokuta Grammar School
OR
- ii) a student who has served as a Prefect of the School
OR
- iii) a student of the school who has distinguished himself/herself in service to the School, in academics, in sports, in extra-curricular activities, made inventions or innovations or has brought honour to the School or to AGSOBA;
AND
- iv) be of sound mind.

f) The recipient of the AGSOBA Champion Club shall be –

- i) A functioning AGSOBA Club registered with the AGSOBA Global Executive
- ii) is not defaulting in appropriate dues and levies
- iii) has made valuable contributions to the Abeokuta Grammar

School and AGSOBA

4) **NOMINATIONS**

- a) Nominations shall be in written form addressed to the AGSOBA Honours and Awards Committee through the AGSOBA Global Secretary
- b) Nomination for the award of the **Distinguished Agsoba (DA)** shall be sponsored by President and the Secretary of a Branch or Club recognized by the AGSOBA.
 - i) Nominations by a Club shall be sent by the Branch that the nominee belongs to,
 - ii) The nomination shall be supported by relevant documents providing justification for the award including evidence of qualifying achievements, attendance, contributions to Abeokuta Grammar School, support for AGSOBA and declaration of integrity of the proposed awardee as specified in section 2(1).
- c) Nomination for the honour of the **AGSOBA Merit Award (AMA)** shall be made by the President and Secretary of a Branch or Club recognized by the AGSOBA
 - i) Nominations by a Club shall be sent by the Branch that the nominee belongs to.
 - ii) Nominations shall be supported by relevant documents providing justification for the award including evidence of qualifying achievements, attendance, contributions to Abeokuta Grammar School, support for AGSOBA and declaration of integrity of the proposed awardee as specified in section 2(2).
- d) The nomination for the honour of the AGSOBA Recognition Award (ARA) shall be made by the AGSOBA Global Executive Committee and shall be supported by evidence that the candidate has met all the conditions specified in section 2(3).
- e) The nomination for the honour of the AGSOBA Order Of Merit (OOM) shall be made by the AGSOBA Global Executive Committee and shall be supported by evidence that the candidate has met the criteria specified in section 2(4).
- f) The nomination for the honour of the AGSOBA Champion Club (ACC) shall be made by the AGSOBA Global Executive Committee.
- g) The President General AGSOBA Global shall have the privilege to nominate one member each for DA and AMA, in writing and such nominees must meet the criteria set out in Section 2 above.

5) **HONOURS LEVY**

- a) Agsoba member and Club to be honoured with an award shall pay levies as follows prior to the presentation -
 - i) N500,000.00 for the award of Distinguished Agsoba (DA)
 - ii) N100,000 for the award of AGSOBA Merit Award (AMA)
 - iii) N50,000 for AGSOBA Champion Club
- b) Annual levies for Award Holders are due as follows -
 - i) Distinguished Agsoba (DA) Award Holders below the age of 65 years shall pay N20,000 per annum
 - ii) AGSOBA Merit Award (AMA) Award Holders below the age of 65 years shall pay N5,000 per annum
- c) The levies must be paid not later than the end of May of each year.
- d) The levies stated above shall be reviewed by the CEC every five years.

6) **NUMBER AND MODE OF AWARD**

- a) The number of recipients in any year in each category of award shall be –
 - i) not more than five for the honour of Distinguished Agsoba (DA)
 - ii) not more than seven for the honour of AGSOBA Merit Award (AMA)
 - iii) as and when necessary for the honour of AGSOBA Recognition Award (ARA) and AGSOBA Order of Merit (AOM) for staff
 - iv) not more than 4 for the honour of AGSOBA Order of Merit (AOM) for students
 - v) one Club for AGSOBA Champion Club
- b) The award shall be presented during the Founders Day Anniversary at the following events:
 - i) AGSOBA Recognition Award (ARA) and AGSOBA Order of Merit (AOM) awards shall be presented at Valedictory Service
 - ii) AGSOBA Merit Award (AMA) and AGSOBA Champion Club shall be presented at the Variety Night
 - iii) Distinguished Agsoba (DA) shall be presented at the Gala night

7) EVIDENCE OF AWARD

- a) Each award recipient shall receive all the following –
 - i) a citation
 - ii) a plaque
 - iii) a medallion

8) PROHIBITION FROM USE OF DESIGNATION

No award recipient is permitted to use the title, designation, medallion or any insignia of an award until all relevant obligations has been fulfilled and the award formally presented at the appropriate ceremony.

9) RECORDS

- a) The following records shall be maintained -
 - i) a register showing the photographs and citations of all AGSOBA honours award recipients; and
 - ii) a board conspicuously displayed in the School hall to be known as a AGSOBA Honours List with the names of award winners and the year of award.

10) DISQUALIFICATION AND WITHDRAWAL OF AWARDS

- a) A proposed recipient of an award will be disqualified
 - i) where the application and information provided in support are not in the prescribed manner or format
 - ii) where the information provided is unverifiable or false
 - iii) for inducing or lobbying to members
 - iv) for actions prejudicial to the activities of the Association or its organs after the nomination has been made
- b) An award may be withdrawn
 - i) upon the breach of any provisions of this Constitution
 - ii) where any information provided in support of the application is found to be false or misleading
 - iii) where any other academic, professional, traditional, state, national or any other award or title earned or given to the awardee is withdrawn
 - iv) upon consistent default in payment of appropriate dues and levies
 - v) upon the commission of a criminal offence
 - vi) upon indictment by a panel of enquiry
 - vii) upon the commission any action capable of dishonouring

AGSOBA, its organs, the School, the community, the state or the country

ARTICLE XXV: SPECIAL CLAUSE RULES

- 1) The income and property of the Association whatsoever derived shall be applied solely towards the promotion of the objects of the Association as set forth in this Constitution and no portion thereof shall be paid or transferred directly or indirectly by way of dividends, bonus, sales or otherwise however by way of profit, to the Members of the Association
- 2) Provided that nothing herein shall prevent the payment in good faith of reasonable and proper remuneration to any officer or servant of the Association or to any member of the Association in return for any service actually rendered to the Association but so that no Trustees or Members of the Central Executive Committee or the International Executive Committee of the Association shall be appointed to any salaried office of the Association or any office of the Association paid by fees, and that no remuneration or other benefit in money or money's worth shall be given by the Association to any member or such Trustee or Members of the Central Executive Committee or the International Executive Committee except repayment of out of pocket expenses or reasonable and proper rent for premises demised or let to the Association provided that the provision last aforesaid shall not apply to any payment of any company to a member of the Association being a company in which such member shall not be bound to account for any share of profits he may receive in respect of any such payment.
- 3) No addition, alteration or amendment shall be made to or in the Constitution for the time being in force, unless same has been previously submitted to and approved in accordance with the provisions of the Company and Allied Matters Act of 2020.
- 4) **WINDING UP**
 - a) Winding up: If in the event of winding up or dissolution of the Association there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among Members of the Association but shall be given or transferred to other institution or institutions, such as Abeokuta Grammar School, having objects similar to the objects of the Association and the Body or bodies shall prohibit the distribution of its or their income or property among its or their Members to an extent at least as great as imposed on the Association under or by virtue of the SPECIAL CLAUSE hereof.
 - b) Such institution or institutions shall be determined by Members of the Association at or before the time of dissolution and if in so far as effect cannot be given to the aforesaid provision then to some

charitable object.

5) ADOPTION AND AMENDMENT OF THE CONSTITUTION

- a) This Constitution or any part thereof may be altered, added to, repealed or amended by a resolution passed at the Annual General Meeting of the Association or other General Meeting convened specifically for this purpose, by at least two-thirds majority of Financial Members present and voting.
- b) Any step to alter, add to, repeal or amend this Constitution may be initiated by or through the Central Executive Committee on a Resolution passed by not less than two-thirds majority of the Financial Members present at its General Meeting.
- c) A written notice of any motion to amend this Constitution shall be given to the Secretary General at least sixty (60) days before the date of the Annual General Meeting or a General Meeting at which such motion is to be moved and notice thereof shall be given by the Secretary General to all Members at least twenty one (21) days before the date of the Annual General Meeting or the General Meeting.

ARTICLE XXVI: SUPREMACY OF THE CONSTITUTION

- 1) If any rules or directives by any Officers, group of Officers, Branches, Clubs, Chapters or sub-groups within the Association is inconsistent with the provisions of this Constitution, this Constitution shall prevail and such rules, or directives shall be null and void to the extent of its inconsistency.
- 2) The power and authority to interpret the provisions of this Constitution shall lie with the Trustees subject to the advice of the Legal Adviser.

ARTICLE XXVII: COMPANIES AND ALLIED MATTERS ACT 2020 (CAMA 2020) AND OTHER STATUTORY LAWS

The provisions of this Constitution are expected to be in full compliance with the provisions of the Companies and Allied Matters Act 2020 (CAMA 2020).

Where there is a conflict between the provisions of this Constitution and the provisions of the Companies and Allied Matters Act 2020 or any other future laws governing the operations and management of charities, then those statutory laws shall take precedence.

**ADOPTED AT THE 2022 ANNUAL GENERAL MEETING HELD AT
AGSOBA HALL, ABEOKUTA GRAMMAR SCHOOL COMPOUND, IDI-
ABA, ABEOKUTA ON SATURDAY, 16th DAY OF JULY 2022.**

**Agsoba Sunday Olurotimi ODUNTAN DA
President General**

**Agsoba Michael Oladimeji AJAYI DA
Secretary General**

SCHEDULE 1

OATH OF THE ASSOCIATION'S ELECTED OFFICERS

This shall be sworn to by elected Officers of the Association except the Trustees

**I, Agsoba. _____ (name in full)
having been duly elected to the post of _____,
this _____ day of _____ 20__, solemnly swear before my
Colleagues here gathered today to uphold the Constitution and Bye laws of
Abeokuta Grammar School Old Boys' Association in my capacity as a
Member of the International Executive Committee (INEC) of AGSOBA to
the best of my ability;**

So help me God.

Signed:

Agsoba _____

Post: _____

Signed

Agsoba _____

President General

SCHEDULE 2

OATH OF MEMBERSHIP OF THE CEC

I, Agsoba_____ (name in full) having become a Member of the Central Executive Committee of AGSOBA this _____ day of _____ 20____, solemnly swear before my Colleagues here gathered today to uphold the Constitution and Bye laws of Abeokuta Grammar School Old Boys' Association in my capacity as a Member of the CEC of AGSOBA to the best of my ability;

So help me God.

Signed:

Agsoba_____

Post: _____

Signed

Agsoba_____

President General

AGSOBA CONSTITUTION REVIEW COMMITTEE MEMBERS

1. Agsoba Peter Olufemi Kolajo DA (6872, 7475H) PG's nominee – Chair
2. Agsoba Stephen Adebayo Ajayi DA (7377) UK/Ireland Branch – Secretary
3. Agsoba Hon. Justice Bode Popoola DA (5055) Abeokuta Branch – Deceased (To April 2022)
4. Agsoba Agsoba Kehinde Gbadebo (6569) North America Branch
5. Agsoba Ebenezer Koleosho DA (6872) Abeokuta Branch – Deceased (To Jan. 2021)
6. Agsoba Muyiwa Bamgbose (6771) Ibadan Branch (From June 2022)
7. Agsoba Abiona Morolari DA (6973) Abeokuta Branch (From Jan. 2021)
8. Agsoba Funmi Pearce (6973) Lagos Branch (from June 2022)
9. Agsoba Michael Oladimeji Ajayi DA (6973) Lagos Branch
10. Agsoba Sunday Gbajobi DA (7377) North America Branch
11. Agsoba David Tolulope Babarinsa DA (7378) UK/Ireland Branch
10. Agsoba Abideen Olusegun Ibidunni (7883) Lagos Branch
12. Agsoba Kunle Lijadu (7984) Lagos Branch (From June 2022)
13. Agsoba Olamipo Akinsulire **Jinadu** (8591) PG's nominee

FINAL DRAFT