

# ***CONSTITUTION OF ONDO/EKITI STATES PROGRESSIVE UNION GERMANY (OSPU)***

## **§1 NAME AND SIT**

- i) The organization shall be called "Ondo/Ekiti States Progressive Union Germany (OSPU", with the addition " e. V. ", after their proper registration with the responsible authority in Hamburg.
- ii) The sit shall be in Hamburg.

## **§2 AIMS AND OBJECTIVES**

The aims and objectives of the organisation shall be:

- i) To promote brotherliness and solidarity within the Ondo-and Ekiti States people living in Germany, without taking into consideration religion, status, gender, ethnic or political ones would make a distinction.
- ii) To organize social and cultural activities for the support of a realistic and promotion of the image of Ondo and Ekiti states and Nigeria at large.
- iii) To promote the cultural, socio- political and economic development of Ondo/Ekiti States in accordance to the German domestic and foreign-policy laws.
- iv) To promote the progress of our members welfare
- v) To assist members of the Union in resolving their matters of concern.
- vi) To assist members of the Union in resolving their matters of concern.
- vii) To entrench interest in the welfare of the youth

## **§3 MOTTO**

The Motto of the organisation is Unity and Love

## **§4 MEMBERSHIP**

### ***§4.1 TERMS OF ADMISSION***

- i) Membership is open to all indigenous origin of both Ondo and Ekiti States and individuals by virtue of marriage to origins of both Ondo and Ekiti States and/or through nationalization.
- ii) Origin of Ondo or Ekiti State is a person whose father, grandfather, mother, grandmother or Ancestors is from one the Nigerian federal state, Ondo and/or Ekiti
- iii) The binding laws as regulated in the Constitution of the Organisation must be accepted
- iv) the membership ceases to exit through:
  - Resignation
  - Death
  - Exclusion.

Only the general assembly with a majority 2/3 is exclusion-authorized.

### ***§4.2 RIGHTS:***

Every member has to the right of vote and be voted for provided he / she has fulfilled her member's obligations.

## **§5 ORGANS**

The organs of the organisation are:

- i) the general assembly
- ii) the executive committee

## **§5.1 THE GENERAL ASSEMBLY**

The general assembly is the highest organ of the organisation.

### **§5.1.1 DUTIES**

- i) The general assembly is responsible for:
  - The layout of broad policies and guidelines of the organisation (political, cultural and financial guidelines)
  - Election of the executive committee or dismissal of officers.
  - Acceptance and approval of reports
  - Ratification of the constitution and any amendment thereof
  - Approval of the annual budget of the executive committee
  - Adoption of resolutions about the financial obligations of member's
  - Appointment of auditing committee at the end of each legislative period
- ii) The general meeting shall take place every two months with an official written invitation by the executive committee and at least a 2-week notice stating the agenda, place and time of meeting.
- iii) Decisions shall be convened with simple majority of the members present at the general meeting with the exception of the ratification and/or amendment of the constitution where a two-thirds majority of the members is necessary
- iv) Emergency shall be held when need be.
- v) Members can apply for an emergency meeting which shall be supported by at least 10% of the financial members.
- vi) Should a general meeting failed to take place within 6 months, 1/3 of the members has the right to request the executive committee for an emergency meeting
- vii) At least one executive meeting shall be held before a general meeting

### **§5.1.2 QUORUM**

- i) Quorum is formed when at least 50% of the members of the executive committee and at least 60% of the financial members are present at the general meeting
- ii) If quorum is not formed at the first meeting quorum is automatically formed at the following general meeting.

## **§5.2 THE EXECUTIVE COMMITTEE**

### **§5.2.1 EXECUTIVE MEMBERS**

- i) the executive committee of the organisation shall consist of:
  - the President
  - the Vice President
  - the Secretary General
  - the Assistant Secretary General
  - the Finance Secretary
  - the Social Secretary
  - the Assistant Social Secretary
- ii) Four members of the executive committee, (the President, the Vice President, the Secretary General and the Finance Secretary) are to represent with their signatures in the German registry.
- iii) The executive committee or a member of the executive committee can be dismissed from office by vote of no confidence or resignation. A new executive committee or member executive committee, depending on, shall be elected immediately afterwards. A 2/3 majority is required to dismiss the executive committee with vote of no confidence.
- iv) The numbers of the members of the executive committee can be changed according to demand. The office of the President, the Secretary General and the Finance Secretary must be preserved in any case.

### **§5.2.2 DUTIES OF THE EXECUTIVE**

The executive committee shall:

- i) represent the organisation outside;
- ii) carry out all decisions made by the general assembly;
- iii) after prior meeting of the executive committee, call for general meeting;
- iv) be responsible for the finance management, funds and the properties of the organisation
- v) be accountable for all financial transactions of the organisation;
- vi) provide the annual budget;
- vii) should promote the co-operation of the organisation with other to existing Nigerian organizations in Germany.

## **§6 ELECTIONS**

### **§6.1 Election of the executive committee:**

- i) the election of the executive committee shall take place once in two years The results of a choice shall be announced immediately.
- ii) Election of officers shall always be by secret ballots and simple majority.
- iii) A nominee is elected if he / she receives more than 50% of the delivered votes.
- iv) If there are more than two candidates for a post and none receives more than 50% of the votes, a second secret ballot decides among two candidates with more votes from the first voting.
- v) Members his first participation in the general meeting and/or registration falls on the election day, has the right of nomination and vote but shall not have the right to be voted into the executive committee.
- vi) Members who has not fulfil his/her financial obligations has the right to vote but not be voted for as member of the executive committee.

### **§6.2 OTHER OFFICES**

Under this category are:

auditors (§8.3), returning officers (§6.3.iii), ad hoc committees (§10) etc. A secret vote is not necessary.

### **§6.3 TERM OF OFFICE**

- i) Members of the executive committee are elected for two years.
- ii) Is any office in the executive committee free before the end of the legislative period, a new election within four weeks take place.
- iii) A returning officer shall be elected only for the respective electoral process.

## **§7 DUTIES OF THE MEMBERS OF THE EXECUTIVE COMMITTEE**

Every member of the executive committee shall have it as duty to promote the interests of the organisation and to make his/her work very transparent and to promote the co-operation with other Nigerian organisations in Germany.

### **§7.1 PRESIDENT**

The President:

- i) Shall lead the organisation;
- ii) shall preside over all general meeting and the meetings of the executive committee;
- iii) shall organisation with the secretary general and the vice President represents the organisation;
- iv) co-ordinates all offices in the executive committee;
- v) shall together with the finance secretary and the secretary general signatory for the financial transactions of the organisation;

### **§7.2 VICE PRESIDENT**

The vice President shall:

- i) in the absence of the President takes over the functions of the President
- ii) represent the organisation with the President and the Secretary General
- iii) take over all tasks as delegated by the executive committee
- iv) perform the signatures in the organisation register

### **§7.3 SECRETARY GENERAL**

The secretary general shall:

- i) be responsible for the administrative activities of the organisation;
- ii) with the President and the vice President represent the organisation;
- iii) summon the general meeting, after approval of the executive committee according to §5.1.1.ii
- iv) prepare minutes of the meetings, except the minutes of the executive meetings
- v) together with the finance secretary and the President signatory for the financial transactions of the organisation;

### **§7.4 ASSISTANT SECRETARY GENERAL**

- i) the Assistant Secretary General takes over the functions of the secretary general in his/her absence
- ii) He/She shall prepare the minutes of the executive meetings

### **§7.5 FINANCE SECRETARY**

The finance secretary shall:

- i) be responsible for the financial transactions and treasury of the organisation in accordance to §8 of the constitution;
- ii) collect the membership fees, donations and other income;
- iii) shall, from time to time, present the financial status of the organisation.
- iv) together with the President and the vice President signatory for the financial transactions of the organisation

### **§7.6 SOCIAL SECRETARY**

The social secretary is responsible for the planning and realization of seminars, symposia and all social and cultural activities of the organisation.

### **§7.7 ASSISTANT SOCIAL SECRETARY**

The assistant social secretary shall:

- i) in the absence of the Social Secretary take over the functions of the social secretary
- ii) takes over any task delegated to him/her by the executive committee

## **§8 FINANCES**

The fiscal year is the calendar year.

### **§8.1 FINANCE SPRINGS**

- i) the finances of the organisation shall be generated through the membership fees, subsidies, donations, income from social and cultural arrangements together.
- ii) the annual contributions shall be 60,- EURO per member.
- iii) Registration fee is fixed to 5,- EURO.
- iv) Annual dues shall be paid, latest, end of March every year. Whoever fails to pay his/her annual dues after a 3-times reminder, loses his/her membership.

### **§8.2 FINANCE MANAGEMENT**

- i) the organisation maintains a bank account in Hamburg.
- ii) Withdrawal from the organisation's account shall only be possible with the signature of at least two of the following:
  - the President
  - the vice President
  - Financial Secretary
- iii) For every withdrawal, at least two signatures of the authorized executive members (§8.2.ii) are required out of which one must be the Financial Secretary.
- iv) all funds and dues collected shall be remitted to the organisation's account within 14 days
- v) The finance secretary shall keep an impress account of 100 EURO cash.
- vi) Payment occurs exclusively with the presentation of original receipts.

### **§8.3 AUDITTING**

- i) A financial report must be presented at least once a year, and latest at the end of the term of office of the executive committee.
- ii) The general assembly shall authorize for auditing. A 2-man auditing committee shall be elected to this effect and shall submit an auditing report to the general assembly.
- iii) Members of the executive committee shall not be elected as member of the auditing committee.

### **§9 DISZIPLINE**

- i) Lateness of more than 30 minutes or 1 hour, without previous excuse shall be liable to a fine of 1,- € and. 2,- €
- ii) Excuses shall be made through the executive committee latest 24 hours before begin of the general meeting.
- iii) Absence to the general assembly without excuse is liable to a fine 5,- € .
- iv) He who fails to pay his/her annual contribution till end of March, latest, is liable to an extra fine of 10% of the annual dues..
- v) Any member that contravenes §2 of the constitution, damages of interest/image of the organisation, corrupt and/or becomes uncontrollable shall be recommended for the suspension. The highest organ (§5) decides who and under which circumstances a member damages the interest of the organisation.

### **§10 COMMITTEE ADHOC**

- i) Committees can be created as deemed fit.
- ii) For disciplinary purposes a 3-man committee shall be elected. The executive committee shall not be member of these committees. This committee is responsible for hearings and shall give the organisation recommendations about disciplinary measures.

### **§11 CHARITABLE PURPOSES**

- i) the organisation pursues exclusively charitable purposes.
- ii) the budgetary means shall not be used for purposes foreign to constitution.

### **§12 AMMENDMENT OF THE CONSTITUTION**

The constitution shall remain open for amendment

- i) An application for the amendment of the constitution shall be forwarded to the executive committee 4 weeks before a general meeting. At least 7 active members shall support the application
- ii) For an amendment of the constitution, when quorum is formed (§5.1.2), at least 50% of the members present shall vote for an amendment.
- iii) The amended constitution shall be ratified with at least a two-thirds majority of the general assembly.

### **§13 DESOLUTION**

- i) the desolution of the organisation can be decided only at the request of 2/3 of the financial members in a meeting specially called up for this purpose.
- ii) the decision to desolution the organisation requires a 2/3 majority vote of the financial members.
- iii) In case of a resolution, the assets and liabilities of the organisation shall be liquidated in accordance to German Laws.

### **§14 STANDBY**

- i) The organisation shall be responsible for 1/3 of the financial costs of every socially and cultural activities. The rest 2/3 shall be pre-financed by the members of the organisation. The pre-financed part shall be refunded completely or partially depending on the income from such social and cultural activities.
- ii) The organisation shall support the members. The kind of the support shall be determined by the executive committee.