



Constitution and BY-LAWS



BY-LAWS of the NIGERIAN CANADIAN ASSOCIATION

The Nigerian Canadian Association (Hamilton Chapter) Also known as NCA Hamilton and formally Nigerian Association (Hamilton-Wentworth and District) “NAHWAD”, hereafter referred to as the Association, shall be governed by the following bylaws.

Article 1: Location.

The main office of the Association shall be located in the Hamilton region in the Province of Ontario, Canada.

Article 2: Philosophy.

Art. 2.1: The Association is a non-political and non-profit association.

Art.2.2 Discussions of Nigerian political issues shall not be brought or allowed in the general or committee sessions of the Association.

Art.2.3: Tribal, ethnic, or regional biases or preferences are not welcome topics, and shall not be encouraged or permitted in any of, and in all of the sessions of the Association.

Art.2.4: Charity Organisation supporting Nigerian and Hamilton Communities etc.

Article 3: Membership

Art.3.1: Membership in the Association is open to all peoples of Nigerian heritage as well as friends of Nigeria who are committed by the abiding principles and the established goals of the Association.

Art.3.2: Members are classified into the following categories:

(a) Member

- (Each couple will be treated as an individual Member)*
- Members: are individuals aged 18 -64 years old*

(b) Student Members

- Student Members: are persons who registered full-time Students in a recognized educational Institution in Canada.*

(c) Seniors

- Seniors: are persons who are aged 65 years and above*



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(d) Associate Members

- *Associate Members: are persons who spend more than 6 months outside the province of Ontario or Canada.*

Art.3.3 All Members shall fill out an Information form.

Art3.4: All new Members shall pay a registration fee of twenty dollars (\$20.00) in Canadian/US funds. A paper copy of the association by-law shall be provided to the new member

Art.3.5: Monthly dues: Members (individual) \$10.00; Student Members \$5.00 and seniors \$0.00. Except July and December of the calendar year.

Art.3.6: Attendance: Members are expected to attend every meeting.

Art.3.6.1: Membership rights/privileges shall be suspended if a member fails to attend three consecutive meetings and or non payment of last three (3) month dues without providing reasons approved by the executive.

Art.3.8: MEMBERSHIP RIGHTS AND PRIVILEGES

Art.3.8.1: In the event of a member's dependant death, (Father, Mother, Wife, Husband and Child(ren)), the Social Secretary in collaboration with the PRO shall notify members of the loss and funeral arrangements. Every member(s) is/are encouraged to attend the funeral ceremony and assist the family during this period-. All member(s) are encouraged to give individually to the bereaved member or during an organised event.

Art.3.8.2: In the event of the birth of child(ren) to member(s), the Social Secretary shall make arrangements for a visit by members. All members are encouraged to give individually to the member or during an organised event.

Article 4: Administration.

The primary administration of the Association shall consist of the President, Vice President, General Secretary, Finance Officer Treasurer, Public Relations Officer, Protocol officer and a Youth Leader.



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Art.4.1: Each of the members of the primary administration of the Association shall be elected at a general election except office of the Vice-President which is by appointment and a current NCA member.

Art.4.2: Each position shall be for a two-year term.

Art.4.3: A person may be re-elected for a second term of office. No one shall serve for more than two consecutive terms in the same position. The details of election procedure shall be as itemized in the current publication, "ELECTION" on the Association's website.

Art. 4.3: The President shall chair the general meeting sessions of the Association.

Art.4.4: The Vice-President shall be the deputy to the President. In the event of unavailability of the President, the Vice-President shall be acting President. The Vice-President shall automatically become the President in the event that the President is unable to perform his duties by reason of death, medical condition, etc. The Vice-President shall upon being appointed as the President shall then complete the term of office of the president. The Vice-President may, in this case, seek a two-consecutive term election to the presidency of the Association.

Art.4.5: The Secretary shall take and keep the records of the sessions of the Association.

Art.4.6: The Treasurer shall collect the funds of and the monetary donations made to the Association, and shall keep them in a fashion that has been approved by the Association.

The Treasurer shall keep a book or books of financial transactions for the Association. The treasurer shall also issue receipts for, and keep a book of receipts for the financial transactions made on behalf of the Association. The Treasurer shall, at every general meeting of the Association and at other times deemed necessary, produce all the records of the financial transactions of the Association.

Art.4.7: EXECUTIVE COMMITTEE

Art.4.7.1: PRESIDENT

The President shall be responsible for the following:

- (a) Shall be the head and chief officer of NCA HAMILTON.*
- (b) Shall be the chief spokesperson, representative and correspondent for NCA HAMILTON in all external activities.*



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- (c) The general management of all the activities of NCA HAMILTON.*
- (d) Directing and coordinating all the activities so as to achieve the purposes of NCA HAMILTON.*
- (e) Shall after due consultations with the general secretary summon all NCA HAMILTON executive, general and emergency meetings.*
- (f) Shall preside over all NCA HAMILTON executive, general and emergency meetings.*
- (g) Shall recommend to the executive committee and BoT the formation of any Ad-hoc committee.*
- (h) Shall control the disbursement of all NCA HAMILTON funds and expenses with the approval of BoT of NCA HAMILTON as defined in Finance Article.*
- (i) Shall present to the general members an annual general report of NCA HAMILTON.*
- (j) The President shall appoint his/her Vice-President soon after his/her election (on or by the next general meeting after the election).*
- (k) Shall consult periodically with BoT regarding the affairs, finances and direction of the association*
- (l) Shall conduct him/herself in a manner expected of the NCA president and act in the best interest of NCA at external contacts and not of personal interest.*

Art.4.7.2: VICE PRESIDENT

The Vice President shall be appointed by President and responsible for the following:

- (a) Shall perform in the absence of the President, all the duties of the President as mentioned above.*
- (b) Shall assist the President in the coordination of the activities of the NCA HAMILTON NCA (HAMILTON).*
- (c) Shall assist the President in accomplishing the purposes of NCA HAMILTON.*
- (d) Shall temporarily assume the functions of the President when requested to do so by the President.*
- (e) Shall act as President for the remaining period of the President's tenure if the President is removed from office or ceases to act for any reason as President.*



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(f) Shall perform all other duties as directed by the president.

Art.4.7.3: GENERAL SECRETARY

The General Secretary shall be responsible for the following:

- (a) Shall prepare and circulate the agenda before or during every meeting.*
- (b) Shall maintain the registration of NCA HAMILTON with the Province of Ontario Canada*
- (c) Shall prepare and present the minutes or report of NCA HAMILTON meetings and activities.*
- (d) Shall preside over the Executive Committee meetings when both the President and the Vice-President are absent.*
- (e) Shall present at the beginning of every executive committee meeting and general meeting the minutes of the previous meeting for approval by the executive committee or general members.*
- (f) Shall manage the secretariat of NCA HAMILTON and work with other executive committee members to ensure activity reporting is current.*
- (g) The Secretary shall keep all books, documents and other things pertaining to his office in a satisfactory manner.*
- (h) Shall perform all other duties as directed by the president.*
- (i) Shall be a co-signatory to NCA HAMILTON checks and account.**
 - (j) Shall keep a roster of NCA HAMILTON members.*
 - (k) Shall reserve the right to compose the agenda for all NCA HAMILTON meetings subject to the approval of the executive committee.*

Art.4.7.5: SOCIAL SECRETARY

The Social Secretary shall be responsible for the following:

- (a) Shall organize and co-ordinate all NCA HAMILTON social activities.*



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- (b) Shall serve as a member of the executive committee.*
- (c) Shall plan and organize decorations, procurement of bands, and all other details pertaining to NCA HAMILTON social functions.*
- (d) Shall ensure that all NCA HAMILTON social activities are organized within budget.*
- (e) Shall appoint other members as may be deemed necessary to assist in fulfilling these duties.*
- (f) Shall maintain discipline at all NCA HAMILTON social functions in collaboration with other executive committee members.*
- (g) Shall inform members of planned and upcoming NCA HAMILTON and non-NCA HAMILTON social events with the prior approval of the President or his/her designate.*
- (h) Shall coordinate the social committee and call committee meetings as considered necessary.*
- (i) Shall maintain the network and partnership with other Nigerian satellite associations programs and activities.*
- (j) Shall in the absence of the general secretary perform all the duties of the general secretary.*
- (k) Shall take records of attendance during all NCA HAMILTON meetings and activities.*

Art.4.7.6: FINANCIAL SECRETARY

The Financial Secretary shall be responsible for the following:

- (a) Shall collect monthly dues, annual dues, fines, levies, donations pledges etc. for NCA HAMILTON and issues receipts for same.*
- (b) Shall maintain a consecutively numbered NCA HAMILTON receipt booklet, which shall be issued for all monies collected as defined in (a) above.*
- (c) Shall prepare a payment voucher for all payments by NCA HAMILTON, which can only be made by check, with duplicate copies kept in the custody of the Treasurer.*



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- (d) Shall keep records of all monies collected and shall hand all monies to the treasurer for deposit into NCA HAMILTON account within 72 hours of collection, and in return obtain a receipt from the Treasurer for all monies handed over.*
- (e) Shall submit all necessary information for a progressive audit to the Audit committee in any case, at least for the duration of the tenure.*
- (f) Shall prepare a comprehensive monthly financial statement of NCA HAMILTON accounts.*
- (g) Shall keep all financial records of NCA HAMILTON and the members.*
- (h) Shall prepare and present NCA HAMILTONs financial report to the executive committee and general members.*
- (i) Shall guide the executive committee in the preparation of the annual financial budget.*
- (j) Shall offer financial advice to NCA HAMILTON at all times.*

Art.4.7.7: TREASURER

The Treasurer shall be responsible for the following:

- (a) Shall be responsible for the systematic up-keep of accounting books and writing disbursements, receipts, banking reconciliations, and records of increase or decrease of funds in statements.*
- (b) Shall collect and deposit all the funds received from the financial secretary on behalf of NCA HAMILTON;*
- (c) Shall counter sign all withdrawals and checks on behalf of NCA HAMILTON in accordance with Article 5, Section 7.*
- (d) Shall guide the executive committee in the preparation of the annual financial budget.*
- (e) Shall offer financial advice to NCA HAMILTON at all times.*
- (f) Shall be the only custodian of NCA HAMILTON check book.*
- (g) Submit all necessary information for a progressive audit to the Audit committee in any case, at least once a year.*



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- (h) Shall assist the executive committee to draft an annual budget*
- (i) Shall present before the executive committee a quarterly report on the status of the NCA HAMILTON's financial account, including anonymous donations and total donations received by NCA HAMILTON.*
- (j) Shall, with the assistance of the financial secretary and other members of the executive committee draft an annual budget for NCA HAMILTON.*

Art.4.7.8: PUBLIC Relations Officer (PRO)

- (a) Shall act as the public relations officer of NCA HAMILTON.*
- (b) Shall maintain a list of local media sources of interest to NCA HAMILTON (television, newspaper, radio, etc)*
- (c) Shall serve as the point of contact for media and community relations.*
- (d) Shall serve as the point of contact for general information about NCA HAMILTON missions, functions and activities.*
- (e) Shall maintain proper correspondence etiquette with other Nigerian satellite associations.*
- (f) Shall write and submit press releases for important NCA HAMILTON activities.*
- (g) Shall explore any creative methods of advertising or publicity to increase awareness about NCA HAMILTON*

Art.4.7.9: Protocol Officer

- (a) Plans and manages protocol aspects of official events hosted by the NCA HAMILTON, which includes but not limited to:*
- (b) Coordinates events with Social Secretary.*
- (c) For meetings, formal lunches and dinners, provides seating and table arrangements*



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- (d) Meets and greets members and monitors meeting events to ensure it follows proper protocol.*
- (e) Responsible for maintaining law and orders in NCA HAMILTO Meetings and events.*
- (f) In coordination with General Secretary, develops and maintains contact and attendance lists and ensures that the data is accurate.*
- (g) Participate in meetings, conferences and social functions on matters of protocol.*
- (h) Performs other duties as assigned.*

Art.4.7.10: Youth Leader Office

The Youth Leader or Co-ordinator Officer shall be responsible for the following:

- (a) Shall establish means to build youth membership.*
- (b) Shall ensure that the welfare of all youth members is properly catered for.*
- (c) Shall act as a point of contact in all issues relating to the youth members.*
- (d) Shall coordinate and implement initiatives geared toward our youth members*
- (e) Shall spear head the NCA HAMILTON youth membership drive.*
- (f) Shall initiate, develop and manage strategies to boost the NCA HAMILTON youth membership strength.*
- (g) Shall institute personal phone, email, and social contact with prospective youth members during the membership drive.*
- (h)*
- (i) Shall be the chairperson of the NCA HAMILTON Youth committee.*
- (j) Shall ensure that after the monthly general meeting that any youth member absent from the meeting is politely contacted to inquire about their welfare.*
- (k) Shall monitor the welfare of youth individual members of the association and promptly inform the executive committee for necessary action.*



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Art.5: FINANCE

Art.5.1: As a charitable organization, the financial source of NCA HAMILTON shall be in form of membership dues, donations from individuals, proceeds from social events and / or grants from various government or private institutions.

Art.5.2: Annual membership (per individual member) could be paid in a lump sum or by monthly installment and shall be paid within the administrative year and dues may be reviewed from time to time as may be decided by the general membership of NCA HAMILTON. Payment via email transfer can be made via Ncahamilton1@gmail.com the Password should be shared with the President.

Art.5.3: Annual membership dues shall not be increased in any year without the approval of a simple majority of the members present at a general meeting.

Art.5.4: Any member whose dues are three months or more in arrears after the beginning of the fiscal year shall lose all membership privileges. Furthermore, in order to be nominated, vote and be voted for in the elections, the member shall have paid his/her dues before the elections except under extenuating circumstances reviewed and approved by the executives.

Art.5.4.1: Membership privileges cannot be forfeited unless the member has been notified in writing (email) ten days in advance regarding his/her failure to pay the outstanding dues and contributions by next meeting and the possible effects thereof.

Art.5.5: The Executive Committee may accept any contribution in any form from any source consistent with the purposes of NCA HAMILTON.

Art.5.6: NCA HAMILTON shall maintain a checking account in any Canadian Bank for its current expenditure, income, receipts, dues, other incoming checks or cash, and all donations, shall be deposited in this account. Any change to this Account or financial institution shall be approved by the simple majority of the members present.

Art.5.7: Withdrawal of funds

All withdrawals from the Checking Account shall be co-signed by any two of the three signatories (The President, The Treasurer and The Secretary) with the approval of the President and notification to the Treasurer and BoT. In the absence of the President, the Vice-President shall be required to authorize any withdrawals.



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Art.5.8: Authorization of expenditures

The President shall authorize the expenditure of up to a maximum of \$ 300.00 on a single expense without the approval of the membership unless where authorized by this constitution (By-Law). The BoT should be notified of such expenses. The President shall seek authorization from BoT for expenditure above \$300 where such expenditure is required before the next monthly meeting.

Art.5.9: Financial Reporting

The Treasurer shall present at every general meeting the summary of all funds received and disbursed since the previous general meeting and this information shall be included in the minutes of meeting by the secretary.

Copy of the monthly bank statements should be provided physically or electronically to BoT not later than the next statement period

Art.5.10: Audit Committee

The BoT will serve or appoint auditors. The auditors shall audit NCA HAMILTON's accounts continuously and submit a bi-annual report to the Membership.

Art.5.11: Annual Report

The President shall present to the general members an annual general report of NCA HAMILTON during the end of year gathering while the financial report shall be presented to the membership during the February general monthly meeting. The general report during end of the year gathering shall exclude the financial status of NCA HAMILTON.

ARTICLE .6:

BOARD OF TRUSTEES (BoT)

Art.6.1: The Board of Trustees shall consist of three members of NCA HAMILTON. These members shall be nominated and be voted for by the General members as explained in Article 4, Section 2. None of the three board members shall be a member of the Executive Committee or an auditor during the tenure of his/her office.



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Art.6.2: The Chairperson and the secretary of the Board of Trustees shall be determined by the members of the Board of Trustees.

Art.6.3: The tenure of a member of the Board of Trustee shall be two years, after which he/she can be re-nominated for at most two more years.

Art.6.4: The Executive Committee, at the expiration of the tenure of a member of the Board of Trustee shall nominate a member of NCA HAMILTON as member of the board. Approval for membership to the board shall be after confirmation by a simple majority of the NCA HAMILTON members in a general meeting.

Art.6.5: In case the general members do not approve a member nominated by the Executive Committee, the latter shall nominate a replacement.

Art.6.6: The Board of Trustees shall be responsible for the following:

- a) Shall consider after due recommendation by the executive committee all disciplinary matters relating to members activities.*
- b) Shall scrutinize any recommended disciplinary matters and recommend appropriate sanctions to the executive committee.*
- c) Shall assist by finding ways and means of raising funds for NCA HAMILTON.*
- d) Shall act to advice NCA HAMILTON on the general management, maintenance, and growth of NCA HAMILTON*
- e) The chairman of the board shall be cosignatory to withdrawals of funds from NCA HAMILTON reserve account.*
- f) Shall preside and conduct the general elections into the executive committee on dissolution of the executive committee.*
- g) Shall act as the disciplinary organ of NCA HAMILTON.*

Art.6.7: If a member of the Board of Trustee resigns or leaves the jurisdiction of NCA HAMILTON prior to the expiration of his/her tenure, the executive committee shall nominate another NCA HAMILTON member to occupy the vacant position after due consideration and approval by the members during a general meeting.

Art.6.8: The Chairperson of the Board of Trustees shall be responsible for the following:



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- a) Shall preside over all Board of Trustee meetings.*
- b) Shall be the head and spokesperson for the board.*
- c) Shall be the custodian for all blank receipt books. He/she shall keep a record of blank receipt books given to any member;*
- d) If the chairperson of the board acts a cosignatory to any withdrawal from the NCA HAMILTON account must ensure that other members of the board are informed about any such withdrawals within forty-eight (48) hours.*

ARTICLE 7

COMMITTEES

Art.7.1: EXECUTIVE COMMITTEE

Art.7.1.1: The Executive Committee shall consist of the elected officers as stated in Article 4, Section 2.

Art.7.1.2: The tenure of office of elected members of the executive shall be a maximum of two years. E]elected members can only occupy a particular position for a maximum of two tenures.

Art.7.1.3: The executive committee shall be a standing committee saddled with the responsibility of effectively managing the general affairs of NCA HAMILTON.

Art.7.1.4: The committee shall organize ad-hoc committees and appoint the members of such committees to undertake any assignment or task as determined by the executive committee.

Art.7.1.5: The elected members of the committee shall perform duties as described in article 4 section 3.

Art.7.1.6: The president shall be the head of the executive committee.

Art.7.2: AD-HOC COMMITTEES

Art.7.2.1: Ad-hoc committees shall be appointed by the executive committee to undertake specific assignments determined by the executive committee.



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Art.7.2.2: The ad-hoc committees shall act only to undertake such specific tasks and the duration of the committee shall be for only the time prescribed or specified to complete the specific tasks.

Art.7.2.3: The duties of the ad-hoc committee are specific to the prescribed task and shall present a report to the executive committee on completion of the task.

Art.7.2.4: Members of the committee shall be drawn from amongst the members of NCA HAMILTON. The President after due consultation with members of the executive committee shall appoint the chairperson, secretary and other member of the ad-hoc committee.

Art.7.2.5: The chairperson shall be the head of such committees and the secretary shall take care of all reports, act as assistant to the chairperson, handle all documentation and correspondence of the committee. The chairperson shall in collaboration with other members of the committee manage and effectively plan strategies so as to positively complete the task.

Art.7.2.6: The assignment given to the Ad Hoc Committee shall be precisely defined in a memorandum from the executive committee to the ad-hoc committee.

Art.7.2.7: The executive committee shall provide funds for the committee to perform when and where necessary. Any incurred expenses shall be properly documented and reported to the executive committee. The expenditure by the committee shall be within that specified.

Art.7.3: ELECTORAL COMMITTEE

Art.7.3.1: The electoral committee shall be responsible for conducting general elections into executive offices.

Art.7.3.2: The members of the electoral committee shall consist of the chairperson of the board of trustees and two other members from amongst the general members. All members of the election committee must not be contesting for any position in the executive committee.

Art.7.3.4: The electoral committee shall preside over NCA HAMILTON general meetings on the dissolution of the executive committee and shall conduct elections into executive offices on the day the executive committee was dissolved.

Art.7.3.5: The chairperson of the committee shall be the chairperson of the board of trustees. The electoral committee shall ensure that the NCA HAMILTON general elections are conducted properly within the constitution of NCA HAMILTON.



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Art.7.3.6: The committee shall ensure that members of the executive committee are presented to the general members on completion of the general elections.

Art.7.3.7: The duties of the electoral committee are specific to the conduct of the general elections and the elected executive committee headed by the elected president immediately takes responsibility for the management of NCA HAMILTON.

Art.7.3.8: ELECTION (VOTE)

Art.7.3.8.1: Members shall nominate individual for positions as indicated in Article 4

Art.7.3.8.2: Nomination of shall be accepted from January till end of General meeting in February of the election year

Art.7.3.8.3: Current Executives can be re-nominated not to exceed the 2 term tenure.

Art.7.3.8.4: Voting will be conducted in person or virtually. In addition, web application secure online voting can be utilized as voting tools for financial member voting

Art.7.3.8.5: Voting shall be conducted during the general meeting in March (Voting year)

Art.7.3.8.6: The chairperson of the board of trustees shall direct the activity of the election and announce the winners at the conclusion of the voting counting process.

Art.7.3.8.7: The chairperson of the board of trustees (BoT) shall ensure that winners of individual offices won 2/3 of the total Vote for the position being elected to.

*Art.7.3.8.8: The chairperson of the board of trustees (BoT) shall over see the hand over process as contained in **ARTICLE 8 (HANDING-OVER PROCEDURE)***

Art.7.4: EMERGENCY MEETINGS

Art.7.4.1: An emergency meeting of the general members may be called by the president after due consultations with other members of the executive committee so as to discuss or handle any emergency situations



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Art.7.5: AMENDMENTS

Art.7.5.1: A proposal for amendment(s) shall be signed by a financial member or motion moved by a financial member in a meeting and seconded by another financial member. The proposed amendment shall be submitted through the general secretary to the executive committee before presentation to the general members during the meetings.

Art.7.5.2: The proposed amendment should be mailed to members by the general secretary to the members before the general meeting.

Art.7.5.3: The president shall present the proposal before the general members during a general meeting for due considerations and with a support of two-third of the members during the general meeting, the amendment is made accordingly to the constitution.

Art.7.5.3.1: An affirmative vote by 70%of the members present shall be necessary for the adoption of any amendment(s) to the constitution with minimum of 20 financial members present.

Art.7.5.3.2: The quorum requirement during a general meeting for voting on amendments shall be 70% (seventy percent) of the total financial members of NCA HAMILTON or 70% of financial members present in the meeting including virtual with minimum of 20 financial members present.

Art.7.5.3.3: If 70% (seventy percent) or minimum of 20 financial members are not present during the general meeting when a proposal for amendment is to be considered, the proposal should be deferred to another general meeting where the requirement to form a quorum is meet.

Art.7.5.3.4: A proposal for amendment(s) which does not meet the conditions stated above during the tenure of an executive committee shall be kept on record for consideration by the next elected executive committee.

Art.7.6: CONSTITUTION ADOPTION AND ENFORCENENT

Art.7.6.1: This constitution shall have been presented to the membership of NCA HAMILTON and shall be ratified by a majority vote hereof.

Art.7.6.2: This constitution may be amended or repealed by 70% (seventy percent) or minimum of 20 financial members' majority vote of NCA HAMILTON in attendance at a general members meeting.

Art.7.6.3: Any amendment to this constitution shall be attached hereto and made a part hereto for all purposes.



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Art.7.6.4: This constitution and any amendments and changes hereto shall be kept on record with the secretariat of NCA HAMILTON and shall be available to any member of NCA HAMILTON for inspection at any time.

Art.7.6.5: The Constitution shall be adopted and become effective immediately after it has been approved by a majority of the total members of NCA HAMILTON.

ARTICLE 8

HANDING-OVER PROCEDURE

Art.8.1: Immediately after general elections, the electoral officers shall arrange for a smooth handover of power, physical properties, information, and records, bank accounts of NCA HAMILTON to the new executive committee.

Art.8.2: Such arrangement of handover shall be concluded before the next general meeting in April. Official Handover will be conducted during the April General meeting.

Art.8.3: The chairman of the BoT shall witness and sign for both the outgoing executives when the executive is handing over and the incoming executives when receiving, i.e. chairman of BoT shall be the link between the giving and receiving end.

ARTICLE 9

Social Media and Online Platforms

RULES OF BEHAVIOUR AND CONDUCT GUIDING NCA HAMILTON ONLINE FORUMS

Art.9.1: Respect the purpose and objective of the forum

Art.9.1.1: The purpose is to serve as an online platform to disseminate information that is pertinent to our community.

Art.9.1.2: The objective is to serve as an instrument to foster unity and togetherness.

Art.9.1.3: It must never be used to spread personal messages or objectives.

Art.9.1.4: Don't send content, information or news that has not been verified.



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Art.9.1.5: Before sending any videos, memes or any content analyze if such material will be in the interest of the majority of the members of our forum.

Art.9.1.6: Don't forward materials that will create disunity in the forum.

Art.9.1.7: Don't post materials that are tribalistic in nature or seeks to disparage any tribe as we are all Nigerians on this forum.

Art.9.1.8: Religious or political posts or opinions that serves to create disharmony are not welcome on this forum.

Art.9.1.9: Political posts or discussions around election times are banned.

Art.9.1.10: Avoid violent or pornographic posts as such posts will not be tolerated in this forum.

Art.9.1.11: Avoid any posts that relates to child abuse or exploitation except if such posts are geared towards helping to ameliorate the situation.

Art.9.1.12: Avoid abusing emojis as some can be interpreted in different ways thereby causing confusion.

Art.9.1.13: Avoid unnecessary debates

Art.9.1.14: Avoid sending large videos or files

Art.9.1.15: Avoid ambiguous sentences rather keep your words clear and simple bearing in mind that your words can be interpreted in multiple ways.

Art.9.1.16: Avoid business related posts except on Thursday when it is allowed.

Art.9.2: Penalties:

Art.9.2.1: First offence – the individual will be warned

Art.9.2.2: Second offence – the individual will be suspended from the forum for a period not exceeding one week.

Art.9.2.3: Third offence – the individual will be removed from the forum.

Art.9.2.4: Anyone who posts pornographic videos on this forum will be removed immediately.



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ARTICLE 10

DISSOLUTION

If a situation arises which makes the dissolution of the NCA HAMILTON executive committee inevitable, then the Board of Trustees shall be called upon to handle the process of dissolution. Any assets which are left after meeting all liabilities shall be kept in a trust account as specified by this Constitution. These assets may be held in trust by SIX members approved by 70% of the financial members, under the conditions of the transfer.