



PREAMBLEPrince and the second s	3	3
Article 1: NAME OF THE ORGANIZATION	4	1
Article 2: VISION OF CSACEFA	4	1
Article 3: MISSION Of CSACEFA	4	1
Article 4: THE GOALS	4	1
Article 5: MEMBERSHIP	5	5
Article 6: CODE OF CONDUCT OF MEMBERS	<u>8</u>	3
Article 7: SUSPENSION OF MEMBERS	<i>6</i>	5
Article 8:TERMINATION OF MEMBERSHIP;	<i>6</i>	5
Article 9: ORGANIZATION STRUCTURE	7	7
Article 10: MEETINGS		
Article 11: ELECTIONS		
Article 12: TENURE OF OFFICE	12	)
Article 13: FUNDING AND FUNDRAISING	13	3
Article 14: MEMBERSHIP FEE	14	ļ
Article 15: AMENDMENT	14	ļ
Article 16: AUDITORS	14	Ļ
ARTICLE 17: SPECIAL CLAUSE	14	ļ



### **PREAMBLE**

**Conscious** of the vital role that education plays in creating the individual, human dignity and as a tool for fighting poverty;

**Convinced** of the importance of acquiring quality education to enhance the individuals' contribution to sustainable development in Nigeria;

**Mindful** of the crisis in the Nigerian Education sector and the various Government policy interventions, Government pledged commitment to the Dakar goals and other national and international initiatives aimed at redressing the crisis;

**Desirous** of mobilizing a coordinated voice towards engaging and inputting into education policy ciet ad wor aon Coah aon Coah aon Coah an Lathan an Lath issues both at local, national and international levels, Civil Societies and Community Based Organizations, cutting across the six geopolitical zones of Nigeria and working in the area of education in Nigeria, have come together to form the Civil Society Action Coalition on Education For All



#### **Article 1: NAME OF THE ORGANIZATION**

The name of the organization shall be CIVIL SOCIETY ACTION COALITION ON EDUCATION FOR ALL (CSACEFA)

### **Article 2: Vision of CSACEFA**

A Nigeria guaranteed of quality Education for All

### **Article 3: Mission of CSACEFA**

To facilitate effective Civil Society participation in the provision of free, quality, affordable and inclusive education for all.

### **Article 4: The Goals**

# 4.1 The overall goal of CSACEFA shall be:

To support institutions in the effective implementation of education policies and programs through the participation of civil societies at all levels for the attainment of quality education provision to all in Nigeria.

# 4.2 Aims and Objectives

- 4.2.1 To contribute to the shaping of education policies and programs in Nigeria through mobilizing and influencing various stakeholders.
- 4.2.2. To provide a platform for monitoring, evaluation and reviewing of various education programs and interventions.
- 4.2.3. To provide a platform for engaging in National sub-regional, regional and Global Education campaigns
- 4.2.4. To provide effective platforms for information sharing and capacity building of Civil Society actors in the delivery of Education programmers in Nigeria.
- 4.2.5To advocate for adequate financial allocation, timely disbursement and facilitate equitable distribution of resources at all levels of education in Nigeria.

### 4.3 Core Values

The Core values of the Network shall include:

- Effective stakeholder participation
- Mutual respect for partners and stakeholders
- Impact and Benefits focused
- Accountability and transparency
- Effective communication
- Pro-poor strategies and programmes
- Volunteerism
- Gender sensitivity
- Inclusion
- Honesty



# **Article 5: Membership**

# 5.1 Criteria for Membership

An organization shall qualify to be called a member under this Constitution upon meeting the following requirements:

- 5.1.1 Must be an NGO working in the area of Education within Nigeria.
- 5.1.2 Registered at any of the levels State or National (CAC).
- 5.1.3 Complete the application form.
- 5.1.4 Have a verifiable office space with at least 2 members of staff.
- 5.1.5 Evidence/report of past activities conducted, both narrative and financial.
- 5.1.6 Have not been involved in any criminal or violent acts.
- 5.1.7 Secretariat confirms the eligibility of membership.
- 5.1.8 Pay the registration fee of N10,000.00 and annual dues of N10,000.00.
- 5.1.9 Secretariat assigns a unique personalized registration number to the organization.
- 5.1.10 Subscribes to the mission and vision of the Coalition at all times.
- 5.1.11. Associate Members are also eligible.

# 5.2 Nature of Membership

- 5.2.1 CSACEFA membership is open to all Civil Societies and Community Based Organizations working on Education issues in Nigeria, who have applied for membership and have met all the lay down criteria as stated in the Constitution. The Secretariat shall approve applications for membership and members so approved shall commit to comply with the Constitution.
- 5.2.2 CSACEFA shall maintain her membership to the African Network Campaign on Education For All (ANCEFA), The Global Campaign for Education (GCE), the UNESCO Collective Consultation of NGOs on Literacy and Education for all (CCNGO), and will establish, at the national and international levels, collaborative and consultative relationships with other networks.

# **Article 6: Code of Conduct of Members**

- 6.1 Member organizations shall have action plan and strategies, which contributes to the achievement of CSACEFA goal, aims and objectives; a copy of which shall be made available to CSACEFA secretariat by the member organization.
- 6.2 Regular reporting of activities funded or not funded by the coalition.
- 6.3 Each member organization shall support CSACEFA campaign activities initiated at global, regional, National and/or State levels.
- 6.4 Any communication made on behalf of CSACEFA shall be through the Secretariat except where mandated to do so by the Facilitating Committee. This provision shall apply to state and zonal levels through state and zonal coordinators.
- 6.5 Member organizations shall pay registration fee and annual subscriptions (as indicated under fees). The annual subscription may be revised by a decision of two thirds of the members present at the Annual General Forum (AGF).
- 6.6 Forty percent (40%) of annual subscription shall be remitted by the National Secretariat to each CSACEFA member state account. State shall not apply annual subscription.



- 6.7 Active engagement in state level activities/ programs.
- 6.8 Any member organization that fails to pay its annual subscription for the period of five years shall be automatically delisted.

### **Article 7: Suspension of Members**

- **7.1.** Reasons for Suspension of membership: the member can be suspended for a specified period of time ranging from 3 to 6 months in which period they must rectify or regularize issues which necessitated its suspension. The following offence could result in suspension from membership;
- 7.1.1. Gross violation of the constitution and the policy manual;
- 7.1.2. Actions which may bring CSACEFA into disrepute;
- 7.1.3. Clearly implementing programmes which are counterproductive to provision of quality basic education in Nigeria;
- 7.1.4. A Cause of conflicts or nuisance within the membership;
- 7.1.5. Member being declared bankrupt or voluntary liquidation;
- 7.1.6. Member infringing on the laws of Nigeria and going through criminal proceedings;
- 7.1.7. Failure to continue providing services in basic education and changing its focus of business;
- 7.1.8. Failure to renew membership within three months of the end of the year;
- 7.1.9 Being at conflict of interest with CSACEFA;
- 7.1.10. Maliciously reporting another member or Board member, executive member
- 7.1.11. Any other issues which the Facilitating Committee would deem fit to suspend a member of;
- **7.2. Reporting Members**. Any member of CSACEFA under the whistle blowing clause of this Policy must report of any wrong doing of a fellow member. Any report under this clause shall be construed within the whistle blowing clause.
- **7.3. Procedure of Suspending members**; any member whose right is infringed shall write to the Policy Advisor. The Policy Advisor shall do the following;
- 7.3.1. Investigate or cause to investigate the matter;
- 7.3.2. In case where the findings are positive, Policy Advisor discuss the matter with State Coordinator in seeking clarifications and hearing their side of the matter;
- 7.3.3. The matter shall be discussed at the state executive Meeting.
- 7.3.4. The Organization is at liberty to write the Facilitating Committee with copies to all members on the matter defending themselves.

# **Article 8: Termination of Membership;**

- **8.1. Reasons for Expulsion:** a member can be expelled if the breach or violation is serious so as prescribed under 7.1 above.
- **8.2. Procedure for Expulsion**: the following procedure shall be taken;
- 8.2.1. The FC shall investigate the matter;
- 8.2.2. The FC shall discuss with State Coordinator the serious violations and request them to make submission on the same:
- 8.2.3. Submit the submission with report to the FC in session for its determinations;
- 8.2.4. The FC may extend the suspension or expel them altogether.



# **Article 9: Organization Structure**

#### 9.1 The General Forum:

- a. The General Forum shall be a meeting where all member Organizations, members of the Steering Committee, the Facilitating Committee and the Secretariat shall be present or represented.
- b. Member Organizations shall nominate one person to CSACEFA meetings to officially represent individual Organization. Such nomination shall reach the Secretariat not less than seven days before the scheduled meeting except otherwise notified.
- c. Member organization that operate in more than one state shall pay their dues accordingly based on the state of operation.
- d. There shall be a meeting of the General Forum once every year. It shall be the responsibility of member organizations to support their representatives to any CSACEFA meetings save for where the Facilitating Committee decides otherwise on recommendation of the secretariat. The extent of such support from CSACEFA is however subject to the availability of fund.

# 9.1.1 The Quorums

The quorum of the General Forum shall be a simple majority of members present at the general forum.

#### 9.1.2 Business

The business of the General Assembly is to:

- 9.1.1 Be the supreme organ of CSACEFA
- 9.1.2 Receive and validate progress reports from Secretariat and Zones, strategic policy principles, plans and budgets formulated by the FC and Secretariat, approve audited financial statements
- 9.1.3 Approve any proposed amendments to the Constitution, by simple majority present
- 9.1.4 Conduct periodic elections and inductions of zonal coordinators and moderator.
- 9.1.5. States coordinator shall be inducted at the AGF.
- 9.1.6. Appoint external Auditor to audit CSACEFA accounts, and make available the report at the General Assembly
- 9.1.7 Give specific direction and advice for follow-up by the Board or Secretariat on any matter regarding CSACEFA and education in Nigeria
- 9.1.8 Develop own rules and regulations to guide its meetings

# 9.2 THE TRUSTEES

# 9.2.1 The Board of Trustees-(BOT)

- a. The Trustees of CIVIL SOCIETY ACTION COALITION ON EDUCATION FOR ALL (CSACEFA) pursuant to the Companies and Allied Matters Decree, No1, of 1999 Part C, shall be appointed at the Annual General Forum (AGF).
- b. Such Trustees (hereinafter referred to as the Trustees) shall be THREE (3) in number and shall be called the Registered Trustees of CIVIL SOCIETY ACTION COALITION ON EDUCATION FOR ALL (CSACEFA)
- c. The Trustees may hold office for life, but shall cease to hold office if he/she:
  - i. Resigns his office
  - ii. Becomes insane
- iii. Is officially declared bankrupt
- iv. Is convicted of criminal offence involving dishonesty by a court of competent jurisdiction.
- v. Ceases to be a member of CSACEFA
- vi. Is recommended for removal from office by the Facilitating Committee and Trustee majority vote of members present at the Annual General Forum of the coalition.



- d. Upon a vacancy occurring in the Board of Trustees, AGF shall be held to appoint another eligible member of CSACEFA as a Trustee. Filling of vacancy shall be subject to approval by simple majority present at the AGF.
- e. The Trustees shall apply to the Federal Government for a Certificate of Incorporation under the Companies and Allied Matters ACT 2020 (CAMA).
- f. If such a certificate is granted, the Trustees shall have power to accept and hold in trust all lands belonging to CSACEFA and to acquire land and other properties on behalf of the Organization subject to such condition as may be imposed by the AGF.
- g. The role of the Trustees is to;
- Actively promotes the purposes of CSACEFA;
- Adopts and periodically adjusts the CSACEFA's program budget;
- adopts rules and regulations governing the conduct of all committees established in the Constitution and Bylaws or created by the Board of Trustees/Facilitating Committee;
- Interprets CSACEFA's Constitution and Bylaws;
- Determines the organizational structure of CSACEFA, including the hiring of a Policy Advisor;
- Approves the bylaws of CSACEFA;
- Creates CSACEFA membership within the guidelines of the Constitution and Bylaws; and
- Adopts such rules and regulations for the conduct of its business as it shall deem advisable.

### 9.2.2 COMMON SEAL:

- a. The Trustees shall have a common seal.
- b. The staff of office of CSACEFA shall be kept at the National Secretariat
- c. Such Common Seal shall be kept in secretariat with the approval of the BoT.
- d. All documents to be executed by the Trustees shall be signed by each of them and sealed with the Common Seal.

# 9.3 THE FACILITATING COMMITTEE - FC

The Facilitating Committee shall have power to meet physically or virtually on quarterly basis. The FC is headed by the Moderator who is elected from among the Zonal Coordinators. And presented to the General Assembly

# **9.3.1 Quorum**

The quorum of the Facilitating Committee shall be 4 members present including the Moderator. Any decision taken shall be binding on all.

# 9.3.2 Meetings

Subject to the provisions of this Constitution as it relates to meetings, the Facilitating Committee shall initiate meetings by tele-conference, online or e-mail and/or any other means feasible to execute some administrative and ancillary actions in the Secretariat.9.3.3 Business

The business of the Facilitating Committee shall be to:

- a) Facilitate Funding for the Coalition through Donor Agencies and other funding opportunities.
- b) Consider State, Zonal, Secretariat reports and work plans.
- c) Review operational manuals, policies, strategies and budgets for the approval at the AGF.
- d) Employ the Policy Advisor and other Secretariat staff subject to the approval of the BoT.
- e) Fix the remuneration of the policy advisor and other Secretariat staff based on the best standard practices.
- f) Take disciplinary measures including termination of appointment of the Policy Advisor and other Secretariat staff after adherence to employment rules of CSACEFA subject to the approval of the



BoT. The BoT shall respond accordingly.

- g) Perform any other functions assigned by this Constitution and as deemed necessary for the smooth running of CSACEFA.
- h) Where the Moderator is not present at the quarterly meeting, FC will nominate one of them to chair the meeting.
- i) Liaise with BoT from time to time for smooth running of the coalition

### 9.4 THE MODERATOR

The Moderator shall be elected by the Facilitating Committee .And presented to the General Forum.

The Moderator shall be the head of CSACEFA and lead the discussions and provide overall facilitation to enable Facilitating Committee members to take necessary actions.

The Moderator shall chair any meeting of CSACEFA and perform all such functions required of him/her according to the provisions of this Constitution and/or any resolution of any CSACEFA forum.

The Policy Advisor will serve as the secretary of the FC.

Where the Moderator will not be able to attend meeting shall communicate to the Policy Advisor who will communicate same to FC members to nominate one (1) among themselves to chair that particular meeting

- c) Other roles include;
- (i) To provide quality organizational leadership;
- (ii) To chair meetings of the Facilitating Committee;
- (iii) To supervise the implementation of CSACEFA policies;
- (iv) To spearhead fund raising activities for CSACEFA;
- (v) To act as signatory to all CSACEFA accounts; and
- (vi) To market CSACEFA locally and internationally.

# 9.5 THE ZONAL COORDINATORS

The Zonal Coordinators from the zones constitute the Facilitating Committee-(FC). These are elected by the State Coordinators from within their zones at the AGF.

### 9.5.1 Terms of Reference for Zonal Coordinators-ZC

The terms of reference for the ZC will be to;

- a Produce quarterly updates in writing, from the zones.
- b. Seek new members within their zones.
- c Maintain constant links with State Coordinators.
- d. Feed into national position papers **through the National Secretariat** having taken input from state coordinators within their zones.
- e. Ensure information from CSACEFA feeds to state coordinators
- f. Contribute to and approve the secretariat work plan and budgets.
- g. Manage the internal governance and conflict within CSACEFA.
- h. Conduct meetings with other zonal coordinators three (3) times in a year.
- i. Perform other functions assigned by this Constitution.



### 9.6 THE STATE COORDINATORS-SC

The State Coordinators are elected by the member organizations in each state.

### 9.6.1 Terms of Reference for State Coordinators

The terms of reference for the SC will be to;

- a. Produce quarterly updates in writing and send to the secretariat.
- b. Seek new members within their States.
- c. Maintain constant links with members in the state.
- d. Feed into national position papers having taken input from state members.
- e. Ensure information from CSACEFA feeds to state members.
- f. Conduct monthly meetings in their State. Where the state coordinator is unable to call for meeting for three (3) months, members can summon the meeting with due consultations among themselves g. Perform other functions assigned by this constitution.

#### 9.8. THE NATIONAL SECRETARIAT.

The National secretariat shall coordinate the activities of CSACEFA, build capacity to strengthen member organizations and networks; facilitate information and best practice sharing, spearhead advocacy and lobbying, and mobilize resources to sustain its activities.

The lead person shall be the Policy Advisor who will be supported by other Senior Managers (Programmes, Finance etc.) and any other officers necessary for the coordination of the secretariat.

The Policy Advisor/National Coordinator shall develop a system in accordance with CSACEFA's manuals to manage the affairs of CSACEFA in a transparent, accountable and participatory manner.

d) The Secretariat office shall be located in Abuja.

# 9.8.1 The Policy Advisor

The Policy Advisor is the overall supervisor of the CSACEFA Secretariat. He/She is the top management of the Secretariat office. The PA shall be to;

- (a) Manage and conduct CSACEFA activities in accordance with the policies and decisions taken by the Advisory Board;
- (b) Ensure sound management and administration of CSACEFA;
- (c) Establish and maintain capacity in the organization to provide sound financial and service delivery;
- (d) Build capacity for sourcing and executing project funds;
- (e) Design and implement a functional office management system;
- (f) Design and implement appropriate operational policies;
- (g) Develop a strategic plan and mobilize resources to implement the plan in accordance with CSACEFA aims and objectives;
- (h) Establish effective working relationships with stakeholders;
- (i) Represent the interests of CSACEFA to government ministries, donors and other stakeholders;
- (j) Network with other partner NGOs and community groups, which share a common interest with CSACEFA.
- (k) Report on achievements, challenges, and issues to the Facilitating Committee;
- (l) be the public relations officer of CSACEFA in conjunction with the Moderator; and
- (m) Advise the Facilitating Committee on policy issues requiring their attention.

### 9.8.2 REMUNERATION

The employees of CSACEFA shall be paid according to the terms of their employment contract. Salaries shall be subject to periodic review by the FC in accordance with the policy of CSACEFA.



### **Article 10: MEETINGS**

Subject to the provisions of this Constitution as it relates to meetings, the Facilitating Committee shall initiate meetings by tele-conference, online or e-mail and/or any other means feasible to execute some administrative and ancillary actions in the Secretariat.

Where the Moderator is unable or refused to call meeting, FC member will call for a meeting if deemed necessary subject to approval at least 3 FC members.

# **Article 11: ELECTIONS**

Election in CSACEFA will be held every two years.

- **11.1 Qualification for Elections:** Any member who is financially up to date and fully committed to the activities of CSACEFA is eligible
- a) Any Civil Society Organizations involved in governance work shall be nominated to form this Committee. As long as they fit the criteria for CSACEFA membership.
- **b)** There shall be a five returning officers to serve as the electoral committee on the day of election, they shall be appointed by the members.
- c) The Committee shall nominate a Chairperson, Secretary and three members.
- d) The Committee shall appoint an oath commissioner to swear in elected officers.

#### 11.2 Electoral Officers:

- (a) There shall be a three man returning officers to serve as the electoral committee on the day of election, they shall be appointed by the members.
- (b) The Committee shall have a Chairman, Secretary and Provost.
- (c) The Committee shall appoint an oath commissioner to swear in elected officers.

# 11.3 Tenure/Right of Electoral Officers

- a. The electoral committee tenure of office expires immediately after the election.
- b. A returning officer can stand for election, but must first relinquish his/her post once he/she is validly nominated for an elective position.
- c. He/ She shall not nominate during the election which he/she is contesting.

# 11.4 Eligibility

- (a). Non-financial up to date members cannot vie, vote or stand for any elective position.
- (b). A serving civil/public servant shall not contest as State Coordinator, Zonal Coordinator and Moderator.
- (c). Have not been convicted by any competent court of law.
- (d). A member who has served in a position for maximum of 4 years shall not be nominated for the same position
- (e). Only One (1) person from each member organization shall be nominated and voted for.
- (f). The candidate must be of sound mind.
- (g). He/she must not have been declared bankrupt by a competent Court of Jurisdiction.
- (h). He/she shall not be a card-carrying member of any political party. However, if an elected candidate decided to join a political party, he/she shall relinquish his/her position and a fresh election will be conducted within one (1) month to fill the vacant position.



#### 11.5 Winner of Election

(a). A candidate with the highest number of the valid votes shall be returned elected.

# 11.6 Election Malpractice

(b). Any person/candidate found guilty of an election malpractice shall be disqualified from participation forth with.

#### 11.7 Election Process

- (a). Voting shall be by secret ballot.
- (b). If there are petitions arising from elections conducted either at State or National levels, the secretariat shall set up a Committee to resolve the grievances and ensure that the right thing is done.

# 11.8. Bye-Election

- 11.8.1 Bye-elections shall hold at any time into any position declared vacant as a result of death, resignation, and ill-health, bankruptcy, convicted of any criminal act by a competent court of jurisdiction.
- 11.8.2 Anyone elected to fill the vacant position shall hold office until the end of that tenure. She/he can recontest for the same o
- 11.8.3 r any other position.

#### **Article 12: TENURE OF OFFICE**

#### a. Tenure for Elected Officers

Elected officers shall hold office for two (2) years, and entitled to a second tenure, if they are re-elected maximum of four (4) years only for each position.

- b. Elections shall hold before expiration of the present tenure at a time.
- c. In a situation where the AGF will not hold for unavailability of funds and/or unforeseen circumstances, the tenure of Moderator and Zonal Coordinators expires, election shall hold as stipulated in article 16.1 of this constitution
- d. In the event of a vacuum in leadership a caretaker or administrator shall be appointed by the secretariat among registered members who shall oversee the affairs for not more than three months.
- e. Election process shall commence three (3) months to the end of tenure of serving executives.
- f The secretariat shall send a notice of expiration of tenure of office to the serving executives and call for elections in all the concerned strata.

### 12.2 Election procedure for Facilitating Committee and National Moderator

- a) Elections into the office of the FC members and Moderator shall be conducted at the AGF.
- b) The zonal coordinator shall be elected by the state coordinators within their various zones to serve as FC member at the AGF.
- c) A person vying for the position of a Zonal Coordinator must be validly nominated from amongst serving state coordinators within his/her zone.
- d) Nominations for the ZC shall be done by elected states coordinators within the zone using prescribed nominations forms.
- e) Where one state in a zone conducts election and is present at the AGF the state coordinator shall



be the zonal coordinator of the zone

- f) State Coordinators election must be conducted in the states at least three months before the AGF.
- g) The Moderator shall be elected by the newly elected FC members.
- h) State Coordinators election must be conducted in the states at least three months before the AGF.
- i) If the Moderator or an FC Member is absent from duty for a period of 90 days, he/she shall be deemed incapacitated and the office declared vacant and a bye-election shall be conducted by the secretariat within a period of 30 days.

# 12.3 Qualification for Elections of Member Organizations

- a) The organization shall be qualified to nominate a candidate for an election, if only the organization is a financially committed and up to date member of CSACEFA.
- b) The candidate/organization has not been found guilty by a competent Court of Law or tribunal of dishonesty or of any corrupt practices.
- c) The organization/candidate does not conspire in any way to the detriment of existence of CSACEFA.

### 12.4 Electoral Procedures

- a) All elective positions shall be by secret ballot.
- b) There shall be a maximum of five (5) Electoral Committee members to be nominated by the congress.
- c) Only candidates that have fulfilled the conditions of this Constitution shall be cleared and certified to contest for a position.
- d) Election shall be conducted into the office of the zonal coordinator during the AGF, by state coordinators that emerged from their state election.
- e) The electoral committee is empowered to make the election guidelines for the effective conduct of the election. All election guidelines must be in line with the Constitution.

# **Article 13: FUNDING AND FUNDRAISING**

### 13.1 Finance

- a) There shall be a periodic audit of the accounts of CSACEFA by the Facilitating Committee.
- b) There shall be a financial policy and procedures which meet international standard accounting practices.
- c) CSACEFA Moderator, Policy Advisor and the Senior Management Staff shall be signatories to CSACEFA accounts.
- d) CSACEFA shall operate bank account (s) with reputable banks into which all funds raised shall be deposited.

#### 13.2 Source of Funds:

- a) CSACEFA shall collect registration fees and annual subscriptions from member organizations.
- b) CSACEFA shall make proposals of action plan for fundraising.
- c) CSACEFA shall collect any financial support from National and International partners

committed to enhancing capacity of her members.

#### **Article 14: MEMBERSHIP FEE**

CSACEFA members shall be required to pay the following fees which are subject to upward review as the



# economy dictates:

- Registration N10, 000.00
- Annual Dues N10, 000.00

### **Article 15: AMENDMENT**

- a. The amendment of this Constitution shall be subject to the approval of the General Forum.
- b. Amendments may be made by simple majority of the members present at the AGF.
- c. There shall be a review constitution committee of at least seven members saddled with the responsibility of proposed amendments as at when due.

#### **Article 16: AUDITORS:**

- a. There shall be an external auditors appointed to audit the accounts of CSACEFA.
- b. The appointed of the external Auditors shall not exceed two years.
- c. Internal Auditors shall be appointed by the Annual General Forum and shall audit the accounts of CSACEFA at the end of every year.

### **LEGAL ADVISER:**

There shall be appointed legal adviser for CSACEFA either internally or externally. Be responsible for any litigation that may arise for/or against the legal entity CSACEFA.

### **ARTICLE 17: SPECIAL CLAUSE:**

- a. THE INCOME AND PROPERTY OF CIVIL SOCIETY ACTION COALITION ON EDUCATION FOR ALL (CSACEFA), whenever derived shall be applied solely towards the promotion of the objectives CSACEFA as set forth in this constitution and no portion thereof shall be paid or transferred directly by way of dividend, bonus or otherwise however by way of profit, to the members of CSACEFA.
- b. **PROVIDED** that nothing herein shall prevent the payment, in good faith, or reasonable and proper remuneration to an officer or servant of CSACEFA in return for any service actually rendered to CSACEFA but so that no member of the BoT or Governing Body shall be appointed to any office of CSACEFA or any office of CSACEFA paid for by fees, and that no remuneration or other benefits in money or monies shall be given by CSACEFA to any member of such council or Governing Body except repayment of out-of-pocket expenses or reasonable and proper rent for premises demised or let to the CSACEFA provided that the provision last aforesaid shall not apply to any payment of any company shall not hold more than one- hundredth part of the capital and such member shall not be bound to account for any share of profit he may receive in respect of any such payment.
- **NO ADDITION,** alteration or amendment shall be made in the constitution for the time being in force, unless the same have been previously submitted to and approved by the Registrar General. In the event of a winding up or dissolution of CSACEFA, there remains after the satisfaction of all the debts and liabilities, any property whatsoever, the same shall not be paid to and distributed
  - among the members of CSACEFA but shall be given or transferred to some other institution(s) having objectives similar to that of CSACEFA and the bodies are prohibited from distributing its or their income and property amongst its or their members to an extent at least as great as is imposed on



CSACEFA under or by virtue of the SPECIAL CLAUSE hereof, such institution(s) to be determined by the members of the CSACEFA at or before the time of dissolution and in so far effect cannot be given to the afore said provision, then to some charitable object.

Appendix	Calily.	and.
<del></del> -	Committee Chairman 9 <sup>th</sup> Nov, 2022	Committee Secretary Date: Date:9th Nov, 2022
		an Education
	:	Califian
	Committee Chairman 9 <sup>th</sup> Nov, 2022	
	OF THE LIVE	
Cillistit		