

CONSTITUTION OF

NURSES ACROSS THE BORDERS-Humanitarian Initiative- **(NIGERIA & USA)**

...Expanding the frontiers of nursing care...

NURSES ACROSS THE BORDERS

PREAMBLE

WE are members of Nurses Across the Borders sharing the same professional and humanitarian ideals and vision for the greatness and well being of the people of the world:

NOTING AND RECOGNIZING that the vast majority of people worldwide enjoy poor health care delivery services, are exposed to the dangers of inadequate health care facilities, crisis and conflicts, drought, disaster and famine, terrorism, detrimental to full and good health;

DESIROUS of coming together as an organization convinced of the inalienability of man's fundamental human right of free association, right to a standard of living adequate for the health and well-being of himself and of his family, etc, right to life, liberty and security of person as recognized and guaranteed in the Universal Declaration of Human & People's Rights:

DO HEREBY gives to us the following constitution.

Article1:

1.1 NAME, SUPREMACY OF CONSTITUTION, MOTTO & OBJECTIVES

The Name of the organization is NURSES ACROSS THE BORDERS-Humanitarian Initiative and its Headquarters shall be located in Lagos, Nigeria and the United States of America (or any other place as may be decided by the organization from time to time).

1.2 The provisions of this constitution are supreme and shall bind all members.

1.3 The Motto of the Organisation is: "...EXPANDING THE FRONTIERS OF QUALITY CARE!"

1.4 MISSION: Building partnership for community health

1.5 **VISIONS:** Enhance sustainable community health programmes and projects by encouraging/enabling communities to have control over the decisions that affect them, over the policies that influence their lives and over the programmes that are set up to meet their needs by crating a strong link between the community, health sector and others empowering the community to act as provider of its own health care.

Nurses Across the Borders (NAB) is a non-governmental organization, non profit making, non-religious, non-tribal, non-racial and non-political group committed to the following goals:

G - O - A - L - S

1.5 The GOALS of this Organisation shall be:

- To reduce to its barest minimum the mortality rate at any given disaster in the community by the provision of adequate quality care voluntarily for health promotion and maintenance.
- To enhance and encourage public participation in supporting government and non governmental agencies in the provision of adequate health care delivery services and development of infrastructures.
- To provide HIV/AIDS support programmes to infected and affected individuals, to help them move from fear to hope, live positively and meaningfully with a sense of dignity and self rediscovery.

O B J E C T I V E S

1.6 The OBJECTIVES shall include:

- Shift the focus from disease and hospital to promotion of health and community based care.
- Take holistic approach to care.
- Providing effective, preventive and curative and rehabilitative services
- Instill a professional sense of responsibility amongst health care providers through enlightenment campaigns, seminars, symposia, workshops, advertisement, radio and T.V. jingles, talk – shows, etc...
- Be active participants in multidisciplinary and intersectional teams for health developments.
- Promote inter NGO relationship thereby strengthening community development.
- Provide a medium and encourage exchange programmes from country to country for shared ideas, information and education on adequate health care delivery services.

ARTICLE 2:

MEMBERSHIP: QUALIFICATION AND RIGHTS.

- 2.1 It is open to ANYONE with the LOVE of mankind at heart and can support the ideals, goals, and vision of NAB-HI. Members are drawn from all over the world.
- 2:3 To qualify for membership apart from 2:1 above intending members must apply for membership in writing on the organization approved application form, at a prescribed fee.
- 2.4 He/She shall be expected to pay membership/subscription fee from time to time as will be determined by the organization.
- 2.5 Membership could be by individual or corporate membership that is, any members concentrated at one place or state of practice can jointly or individually apply as a group, but each applicant must fill his/her application form, with the prescribed fee. Where you have up to 10 members from a place, they qualify to form a Branch of the organization.

2.6 CATEGORIES OF MEMBERSHIP

- (i) Active members
 - (ii) Honorary members
 - (iii) Grand patrons/matrons, patrons/matrons
- (i) **Active members** – all registered and regular dues paying members and participates fully in the activities of the organization.
- (ii) **Honorary members** – to be awarded to deserving members of the public who shares our ideals and have been very supportive, morally, spiritually and financially to the organization. Would have also distinguished himself/herself in any field of human endeavors to serve humanity.
- (iii) **All Grand Patrons/matrons, patrons & matrons** of the organization are automatic members.

Once a member, you are expected to consistently maintain the prescribed periodic membership / subscription fees.

ARTICLE 3:

LOSS OF MEMBERSHIP

3:1 Any members of this organization shall stand to lose his/her membership under the following conditions

- (a) Three months non-payment of monthly subscriptions.
- (b) Voluntary resignation by a letter to the secretariat of the organization.
- (c) Embezzlement of organization's fund.
- (d) Conviction on a criminal charge other than traffic offence.
- (e) Activities deemed inimical to the well being of the group in line with the organization constitutional provisions.
- (f) Death.

NOTE: Any member on suspension for disciplinary measures ceases to be eligible to any of the organizations rights privileges and benefit during such period of suspension.

Newly registered members must be punctual, regular and up to date financially for a period of at least six months before THEY can be entitled to full rights and privilege of the organization.

3:2 REINSTATEMENTS

A member could be reinstated back to the organization from article 3:1 (a), (b), (c), (d) by a letter of appeal for consideration by the Board of Trustees, and once appeal is upheld, MUST pay up all arrears of subscription in full before reinstatement.

ARTICLE 4:

MEETINGS

This shall be in form of regular, emergency and Annual General Meeting.

- 4:1 Regular meeting – shall hold at least once in a month at the various Branches of the organisation.
- 4:2 Emergency meeting could be called for any time by the Executive Director in liaison with the President/ Chairman
- 4:3 Annual General Meeting shall hold once a year to review the organization activities and plan for the coming year. Triennial General meeting will hold to consider the reports of the International Executive Director and elect or ratify the election of Board of Directors.

ARTICLE 5:

DISCIPLINARY PROCEDURE

- 5:1 The various Executive bodies at each level of the organization have power to take disciplinary action, against an erring member of the organization who violates the provisions(s) of this constitution.
- 5:2 No disciplinary actions taken or imposed on or against any member shall be valid unless such a member is informed in writing of the complaints against him/her and given a reasonable time and opportunity to defend himself/herself.
- 5:3 A member can only be expelled for anti-organization activity or for conduct, which in the opinion of the Board of Trustees amounts to a gross violation of the provisions of this Constitution.
- 5:4 A member shall have the right to appeal against any disciplinary measure taken against him/her by a lower disciplinary organ of the organization to a higher one provided that such appeal shall terminate at the respective Coordinating Council level of the organization except in a case involving the expulsion of a member when the final level of appeal shall be the National Congress/ Board of Trustees.

ARTICLE 6: INTERNATIONAL ORGANS/OFFICERS

6:1 THE INTERNATIONAL CONGRESS:

- 6.1.1 The National Congresses at each level of operation shall be the Supreme organ of the organization at the country of any branch
- 6.1.2 Triennial General Meeting of the International Congress shall be convened either by the International Executive Committee, not later than the thirty-seventh month after the preceding. Annual Meeting, or on the default of the International Executive Committee by a decision of a simple majority of the National Executive Committees for the following purposes:
- (a) To receive, consider and accept the Report of the National Executive Committee on the activities and finances of the organization and such other reports from sub-committees as may from time to time be constituted by the Congress.
 - (b) To elect members of the organization's International Executive Committee at every Triennial Congress provided that nothing in this sub-clause shall preclude any annual Congress from recalling and/or removing and replacing any national officer(s) for inefficiency or anti-organization activities by a simple majority of delegates at the annual congress at its absolute discretion.
 - (c) To discuss the affairs of the organization and to take such decisions and/or give general guidelines as may be necessary for the progress and proper working of the organization for implementation by the International Executive Committee and other appropriate organs of the Organisation.

(d) To undertake such other responsibilities as may be stipulated in any other part of this Constitution.

6.1.3 An Extra Ordinary Meeting of the International Congress may be convened in periods between one Annual Meeting and another at the instance of either the International Coordinating Committee or on the signed petition of at least one percent (1%) of the registered members at the time. The one percent (1%) shall be spread across all the nations of the organization, including overseas branches, for the purpose of considering any matter proposed by the convening body. Such a meeting, where requisitioned by the required percentage of registered members, shall be held not later than six weeks after the submission of the requisition.

6.1.4 Quorum at ALL meetings of the organization shall be one-third of delegates entitled to attend such meeting failing which the meeting shall be postponed to a day not later than a week after the date a quorum shall still not be present than any number of members exceeding ten percent of expected delegates shall be deemed to constitute a quorum for the purposes of the particular meeting.

6.1.5 The delegates may in the absences of the Chairperson/PRESIDENT or any other person acting in his/her stead appoint one of their members to preside over any meeting of / Congress. The same shall be the case where the Chairperson attends but declines to preside.

6.1.6 Voting on issues other than election of officers at any meeting of the ORGANISATION shall be by show of hands unless at least two delegates demand that same shall be by secret ballot and decisions shall be by a simple majority of delegates present and Voting except otherwise provided elsewhere in this constitution.

6.1.7 All registered delegates shall be entitled to one vote each.

6.2 INTERNATIONAL COORDINATION COUNCIL

6.2.1 There shall be a International Coordinating Council of the organization consisting of members of the International Executive Council, the Chairpersons and Rep executive Directors of all Countries and Overseas Executive Councils.

6.2.2 Meetings of the International Coordinating Council shall be convened by the International Executive-Director.

6.2.3 Quorum shall be one-third of its members and its decisions shall be by a simple majority of those present and Voting.

6.2.4 Voting shall be by show of hands except otherwise demanded by at least two member in attendance shall be entitled to one vote.

6.3 NATIONAL EXECUTIVE COMMITTEE (BOARD OF DIRECTORS)

6.3.1 This shall comprise the national Chairperson, (1) Deputy national Chairperson, the Director of national Mobilization & Coordination, the national Executive

Director, the Deputy Executive Directors, the national Financial Director, the Deputy national Financial Director, the national Publicity and Publications Director, the Deputy national Publicity & Publications Director, the Director of Treasury, the Deputy Director of Treasury, the national Research Director, the Deputy national Research Director, the Deputy national Mobilization & Planning Director, the national Legal Director, the Deputy national Legal Director.

- 6.3.2 The national Executive Committee (Board of Directors) shall direct the activities of the organization and ensure the implementation and realization of its programmes and objectives. It shall have power to set up sub-committees and to put in place all structures, mechanisms and initiative any action necessary for the efficient and effective workings of the organization.
- 6.3.3 The Committee shall have the power to fill vacancies in its membership pending a meeting of the national Congress.
- 6.3.4 A member of the Committee whether elected or appointed shall cease to hold office if he/she resigns or dies or it cognitively dysfunctional (based on physician certification) or it removed from office in accordance with the provisions of this Constitution.

6.4 DUTIES OF NATIONAL OFFICERS

6.4.1 THE NATIONAL CHAIRPERSON/PRESIDENT

- (a) He/She shall be the leader of the Organisation and shall preside over meetings of all national Organs of the organization.
- (b) He/She shall present a report on organization activities at meetings of the International Congress of the organization, in conjunction with the International Executive Director.
- (c) In the event of a tie during voting in all meetings at which he/she presides, he/she shall have a casting vote.
- (d) He/she shall be a signatory to the accounts of the organization.
- (e) He/she shall perform all other functions that may be assigned to him /her by the
- (f) He/She may in conjunction with the national Executive Director act as the spokesperson of the organization.

6.4.2 THE INTERNATIONAL EXECUTIVE DIRECTOR/Chief Executive Officer

- (a) He/she shall direct and execute all administrative and secretarial functions of the Organisation. He shall be the Chief Executive Officer to the Organisation, and President of the International Branches of the Organisation.

- (b) He/she shall keep proper documentation of all correspondences and communications and other records of the organization.
- (c) He/she shall take and keep minutes of the meetings of all International Organs of the organization.
- (d) He/she shall be the custodian of all the properties of the organization, excluding funds.
- (e) He/she shall prepare in consultation with the International Chairperson a full and comprehensive Annual Report on the affairs of the organization for presentation at the Annual Meeting of the International Congress of the organization.
- (f) He/she shall perform all functions that may be assigned to him by the Board of Trustees of the organization.
- (g) He/she shall be a signatory to the Accounts of the organization
- (h) He/she could summon meetings of all/any organ of the organization as at when the need arises in consultation of the chairperson or individually in case of emergencies.
- (i) He/she is to use both human & material resources at his/her disposal to propagate the activities of the organization.
- (j) He shall maintain an adequate imp rest account for the day to day running of the organization.
- (k) His membership of the Board of Trustees PRECLUDES him/her from VOTING or taking sides. His role shall be advisory.
- (l) Offer required report and assistance as to the day to day running of the deliberations at the Board meetings
- (m) He shall PRESIDE over All meetings of the Board Directors which act as the Executive Committee of the organization.
- (n) He shall be the official spokesperson for the organization to the press or anyone he may delegate the function to.

6.4.3 THE NATIONAL DEPUTY CHAIRPERSON

- (a) There shall be one national Deputy Chairperson /President every country there is a Branch of NABHI.
- (b) In the absence of the Chairperson shall be designated by the national Executive Committee to act in his/her stead.
- (c) He shall carry out such other functions such as may be assigned to him by the national Chairperson or the National Executive Committee of the organization.

6.4.5 THE NATIONAL TREASURY DIRECTOR

- (a) He/she shall receive from the International Financial Director all monies of the organization and pay same into the organization's accounts within 24 hours of receipt or as soon as possible thereafter.
- (b) He/she shall prepare all payment vouchers duly approved and ensure that such payments are properly authorized by the organization.
- (c) He/she shall disburse all expenses duly authorized by the International Executive Committee or by the International Chairperson and keep copies of the payment vouchers.
- (d) He/she shall maintain an imprest account of an account as approved by the International Executive Council from time to time.
- (e) He/she shall maintain a true and accurate record of all receipts and payment.
- (f) He/she shall be a signatory to the account of the organization.

6.4.6 THE DEPUTY EXECUTIVE DIRECTOR(S)

- (a) He/she shall assist the International EXECUTIVE DIRECTOR in the performance of his/her duties.
- (b) He/she shall perform the functions of the International EXECUTIVE DIRECTOR in his/her absence or incapacitation.
- (c) He/she shall carry out such other functions as may be specifically assigned to him/her by the International Executive Committee.
- (d) All National Executive Directors in member states are Deputy International Executive Director.

6.4.7 THE NATIONAL FINANCIAL DIRECTOR

- (a) He/she shall direct all fund mobilization efforts of the organization
- (b) He/she shall receive all monies due to the organization and shall give same to the Treasurer within 24 hours after collection or as soon as possible thereafter.
- (c) He/she shall issue receipts for all monies of the organization received by him/her.
- (d) He/she shall maintain a true and accurate record of all receipts and shall present a yearly Financial Report to the Annual Meeting of the International Congress of the organisation.
- (e) He/she shall present to the International Executive Council a quarterly statement of the organisation's Account.
- (f) He/she shall make financial records available to the appointed Auditors upon request.

6.4.8. THE DEPUTY NATIONAL FINANCIAL DIRECTOR

- (a) He/she shall assist the national Financial Director in the performance of his/her duties
- (b) He/she shall perform the functions of the International Financial Director in his/her absence or incapacitation.
- (c) He/she shall carry out such other functions as may be specifically assigned to him/her by the national Executive Committee.

6.4.8 THE DEPUTY NATIONAL TREASURY DIRECTOR

- (a) He/she shall assist the national Treasury Director in the performance of his/her duties.
- (b) He/she shall perform the function of the International Treasury Director in his/her absence or incapacitation.
- (c) He/she shall carry out such other functions as may be specifically assigned to him/her by the national Executive Committee.

6.4.9 THE NATIONAL PUBLICITY AND PUBLICATIONS DIRECTOR

- (a) He/she shall oversee the propagation and popularization of Organisation programmes, ideals and activities.
- (b) He/she shall oversee the publication of all Organisation materials and keep records of all such publications.
- (c) He/she shall issue press statements on behalf of the organization upon consultation with the national Chairperson and/or International Executive Director.
- (d) He/she review any press statement issued by the organization outside Nigeria.

6.4.9. THE DEPUTY NATIONAL PUBLICITY & PUBLICATIONS DIRECTOR

- (a) He/she shall assist the National Publicity & Publications Director in the performance of his/her duties.
- (b) He/she shall perform the functions of the national Publicity & Publications Director in his/her absence.
- (c) He/she shall carry out such other functions as may be specifically assigned to him/her by the national Executive Committee.

6.4.10 NATIONAL MOBILIZATION & PLANNING DIRECTOR

- (a) He/she shall be responsible for the Organization's membership recruitment efforts.
- (b) He/she shall maintain the membership register of the organization in liaison with the International Executive Director.

- (c) He/she shall direct the organization's campaign programmed.
- (d) He/she shall serve as resource person to the International Research Director in formulating plans for the numerical and ideological development of the organization.

6.4.13 THE DEPUTY NATIONAL MOBILIZATION & PLANNING-DIRECTOR

- (a) He/she shall assist the national Mobilization & Planning Director in the performance of his/her duties.
- (b) He/she shall perform the functions of the national Mobilization & Planning Director in his/her absence or incapacitation.
- (c) He/she shall carry out such other functions as may be specifically assigned to him/her by the national Executive Committee.

6.4.14 THE NATIONAL RESEARCH DIRECTOR

- (a) He/she shall be responsible for the ideological growth of the Organisation.
- (b) He/she shall plan strategies for effective implementation of the objectives of the organization.
- (c) He/she advise the organization on the short and long-term consequences of its plans and activities.
- (d) He/she shall be responsible for all Research work of the organization
- (e) He/she shall liaise with the International Mobilization & Planning Director for effective implementation of his/her work.

6.4.15 THE DEPUTY NATIONAL RESEARCH DIRECTOR

- (a) He/she shall assist the International Research Director in the performance of his/her duties.
- (b) He/she shall perform the functions of the national Research Director in his/her absence or incapacitation
- (c) He/she shall carry out such other functions as may be specifically assigned to him/her by the national Executive Committee.

6.4.16 THE NATIONAL LEGAL DIRECTOR

- (a) He/she shall ensure compliance by all operatives of the organization with the provisions of this Constitution.
- (b) He/she shall advise the organization on all legal matters affecting its operation.
- (c) He/she shall be the chief legal officer of the organization
- (d) Assist the Int. Executive Director in the formulation of organization's policies and execution.

- (e) Performs other functions that may assigned by both the Int. chairperson & Executive Director

6.4.17 THE DEPUTY NATIONAL LEGAL DIRECTOR

- (a) All National Legal Director shall be referred to as Deputy Int. Legal Director
- (b) He/she shall assist the International Legal Adviser in the performance of his/her duties.
- (c) He/she shall perform the function of the International Legal Adviser in his/her absence or incapacitation.
- (d) He/she shall carry out such other functions as may be specifically assigned to him/her by the International Executive Committee.

ARTICLE 7: STATE ORGANS/OFFICERS

7.1 STATE CONGRESS (BY 'STATES' IS MEANT MEMBER COUNTRIES)

- 7.11 The State Congress shall be the highest organ of the organization at the State level
- 7.12 It shall be composed of members of the State Coordinating Council and a proportional number of delegates per Local Government membership of the organization. The State Executive Committee shall decide the number of delegates to represent each Local Government.
- 7.13 The State Congress shall exercise at the Stat level powers similar to those of the International Congress and shall conduct its activities in the same manner as stipulated in this Constitution in respect of the International organ.

7.2 STATE COORDINATION COUNCIL

- 7.2.1 The State Coordinating Council shall consist of members of the State Executive Committee and the Chairperson and Dep. Executive Director of the Local Government Executive Committees of all Local Government Councils within the State.
- 7.2.2 The Coordinating Council shall exercise at the State level powers similar to those of the International Coordinating Council and shall conduct its activities in the same manner as stipulated in this Constitution in respect of the International organ.

7.3. STATE EXECUTIVE COMMITTEE

- 7.3.1 This shall comprise the State Chairperson, a Deputy State Chairperson, the State General Secretary, the State Financial Dept. Executive Director, the Deputy State Financial Director, the state Publicity and Publications Director, the Deputy State Publicity & Publications Director, the State Treasurer, the Deputy State Treasurer, the State Research Director, the Deputy State Research Director, the State

Mobilization & Planning Director, the Deputy State Mobilization & Planning Director, the State Legal Adviser, the Deputy State Legal Adviser.

- 7.3.2 The provisions in this Constitution relating to International Officers shall apply to their State counterparts in respect of organization activities and organization at the State level.

ARTICLE 8: MISCELLANEOUS

8.1 TENURE

- 8.1.1. All elected officers of the organization shall hold offices for a period stated under this section after which they will be eligible for re-election subject to the possibility of recall or removal of officers on the conditions stipulated in article 8.1.2 of this Constitution.

8.1.2 THE INTERNATIONAL CONGRESS

8.1.2a (BOARD OF TRUSTEES)

- This is the policy making body of the organization and shall maintain an oversight functions over the organization at large.
- Members of the Board of Trustees shall hold office as long as they remain relevant to the organization
- Boards of Trustees are to function as adviser/Advisors to the organization. Settle disputes and the Board of Directors must RESPECT their recommendations with a view to acting upon same.
- Members of Board of Trustees who wish to retire with good track record could be recommended for appointment as a patron or matron to the organization.
- All National Executive Directors in each country shall be referred to as Dep. Executive Directors as there shall be ONLY one Executive Director for the organisation.

8.1.2b (BOARD OF DIRECTORS)

- The Board of Directors shall constitute the executive council of the organization
- All its meetings shall be presided over by the International Executive Director.
- Members shall hold not more than two tenure three-year term, which must be ratified at its Triennial congress.
- The International Executive Director shall hold office for as long as he is still relevant to the organization. Where he is deemed to be Lacking or engage in anti organization activities may be asked to withdraw, resign or terminate his

appointment. Termination by the organization shall be at the International congress and it must be on the agenda.

- At the end of the tenure of any director with good track-record could aspire to the board of Trustees by individual election or by selection/recommendation of the International congress.

8.1.2c (MEMBER STATES)

- Each country member state shall hold Annual General Meetings to considers issues as stipulated for the International Congress and elect new National officers.
- The International Executive Director must attend each AGM of member states so as to monitor the activities of every member stat THAT it is in line with the organisation guidelines & goals.
- Each member sate/country are to contribute 45% of its total earnings by voluntary donations & investments to the International Secretariat/HQ of the organisation, to support the activities of the International Body.
- Every thing as it relates to the organization belong to the organization and will be handed over/taken over by the international HQ should there be a dissolution or discontinuance of the organization activities in any member state.
- Each National congress has the power to dissolve any ‘state’ organs deviating from the organizations aims/objectives. But such decision must be reported to the International HQ where an emergency Board of Directors meeting could be summoned to deliberate on such decision. All parties involved must be present at such a meeting.
- In case of total dissolution of ANY Country Branch, all its asset shall be donated to ANOTHER CHARITY that shares similar ideologies, OR they are handled over the Country’s Ministry of Social Affairs.

9.2 ELECTIONS

- 9.2.1 All elections of Officers at all levels of the organization shall be won by a simple majority of votes cast
- 9.2.2 All elections of officer shall be by secret ballot.
- 9.2.3 All elections shall be conducted at the Annual Congress of the concerned level of the organization while bye-elections may be conducted at Extra-Ordinary meetings.
- 9.2.4 Only members who are not in default as to their financial obligations to the organization shall be eligible vote and be voted for at elections.
- 9.2.5 All elections shall be organized by Electoral Panels. An Electoral Panel to conduct election at the next annual meeting of the concerned Congress shall be set up at every Annual Congress. An Electoral Panel shall work on an ad-hoc basis

and shall commence its work not later than 4 months before the annual meeting of the Congress at which it is to conduct an election while it shall stand defunct on the completion of the election and the composition of a new electoral Panel.

- 9.2.6 The International and State Electoral Panel shall consist of a Chairperson a Secretary and three other members while the Local Government and Ward Electoral Panel shall consist of a Chairperson, a Secretary and one other member. No Officer of the party whether elected or appointed shall be eligible to be a member of an electoral Panel.

10.0 RIGHTS / PRIVILEGES

- 10.1 Members will be entitled to subsidized charges in any of the organizations investments or activities.
- 10.2.1 Members shall be considered first to fill in any position declared vacant in the organization before any outside consideration.
- 10.2.2 Members will be entitled to exchange programme of activities with member states provided such member must meet the requirement of the procurement of visa by the host state. The organization will definitely support such logistically.
- 10.2.3 A member who belongs to the Board of Trustees can aspire for any position in his/her member country/state/branch.
- 10.2.4 Members without necessary traveling documents as in procurement of international passport will always receive assistance from the organization.
- 10.2.5 Any member facing any difficulty that may militate against his/her total commitment and support to the organization will always receive necessary assistance from the organization depending on the state of such request and the organization.

11.0 MEETINGS

- 11.1 Except as otherwise provided decisions at all meetings of the Organisation shall be reached either by general consensus or by a simple majority of votes.
- 11.2.1 All meetings shall, except otherwise provided in this Constitution, be summoned by the various Executive Director in consultation with respective Chairpersons of their individual organs.
- 11.2.2 Where it becomes impracticable for the International or State or Local Government Coordinating Council shall direct the day to day management of the affairs of the Organisation.

- 11.2.3 Where it becomes impracticable for the Local Executive Committee to meet, the State Executive committee shall direct the affairs of the party in the concerned Local Government.
- 11.2.4 Where it becomes impracticable to hold elections into International Offices at the Triennial Congress, International Coordinating Council shall meet within 2 months to elect among themselves the International Executive Council
- 11.2.5 Except as otherwise provided, the quorum at any meeting of the organization shall be one-third of the members entitled to attend the particular meeting.
- 11.2.6 Except as otherwise provided in this Constitution Notice of ordinary meetings of the organization and other than a Congress shall be sent out at least 7 days before the meeting by the Executive Director of the concerned organization organ provided that any default in this connection may be overlooked by a decision of two-thirds majority of those entitled to receive any such notice.

12.0 FINANCE

12.01 The Organisation shall raise funds through:

- (a) Membership fees
- (b) Donations and/or contributions from well meaning individuals or bodies
- (c) Proceeds from sale or auction of organization materials and publications; and
- (d) Income from investments.
- (e) Grants from donor Agencies, international and national corporations, solicitation from philanthropists.
- (f) Investments in both financial non financial documents, to use in financing our humanitarian activities in the world over.
- (g) Proceeds from donations in ANY form of community service/activities.
- (h) Fund raising programmes as in dinner, luncheon, or ANY form of activities to raise funds in line with the Laws in operation in the Countries of our location and operations and any
- (i) Other legitimate means of income generations.

12.1.1 AUDITORS

12.2.1 The Accounts of the Organisation shall be audited at least once a year by professional auditors appointed by the Organization's International Congress at its annual Meeting. The Branch of the organization outside the Headquarters shall submit semi-annual and annual financial statements.

13.0 FUND MANAGEMENT

13.01 The various levels of the Organisation shall maintain Bank accounts in institutions approved by the Executive bodies at each level.

13.1.1 The signatories to the Organization's accounts shall be a combination of the Chairpersons, Executive Director and Treasury Director.

14.0 SUB-RULES

14.01 The Organs of the Organisation at each level shall have powers to make sub-rules and bye-laws for the effective operation of the organisation provided that where such sub-rules or bye-laws contravene any of the provisions of this Constitution they shall be null, void and of no effect.

15.0 REMOVAL FROM OFFICE

15.01 Any elected officer of the Organisation may be removed from office whenever found to have committed any of the following offences:

- (a) Persistent refusal to carry out basic membership duties as outlined in this constitution;
- (b) Persistent refusal to carry out official duties attaching to his/her office as outlined in this Constitution;
- (c) Gross violation of any of the provision of this Constitution.
- (d) Conduct which in the opinion of the disciplinary body is likely to undermine the standing or tarnish the image of the Organisation in the eyes of the public;
- (e) Anti-organisation activities

16.0 The following procedure shall be adopted in removing an elected officer from office, that is:

16.1.1 The International Coordinating Council in the case of a national officer or the State Coordinating Council in the case of a State officer or the Local Government Coordinating Council in the case of a Local Government officer shall set up a Disciplinary Committee to consider complaints against elected officers. The Ward Executive Council shall act as a Disciplinary Committee in the case of elected Ward Officers.

16.1.2 The Disciplinary Committee shall within 1 week of receiving any complaint against any elected officer notify same in writing to invite the concerned officer to defend himself/herself. The concerned officer shall submit his/her defense in writing to the committee within 2 weeks of being notified failing which he/she shall be deemed to have no defense to the allegations and or to have admitted same.

16.1.3 The Disciplinary Committee shall within 4 weeks after delivering the invitation to the concerned officer consider the allegations and the defense thereto (if any) and report its findings to the relevant Coordinating Council. The report shall in the

case of a Ward officer be made by the Ward Executive to the Local Government Executive Council which shall for this purpose act as a Coordinating Council for Wards. The Disciplinary Committee may place the concerned officer on suspension with or without the continue enjoyment by the concerned official of his/her official emoluments pending the decision of the relevant Coordinating Council on its report

16.1.4 The Concerned Coordinating Council shall as soon as possible consider the report and may by a two-third majority of its members present and voting adopt a resolution removing the concerned officer from office and the concerned officer shall stand removed.

16.1.5 The Congress may however impose a lesser punishment as it deems appropriate.

16.1.6 The decision of the concerned Coordinating Council imposing any punishment on an elected officer shall be final except the Congress reverses such decision.

17.0 AMENDMENT OF THE CONSTITUTION

17.1.1 Any of the provisions of this Constitution may be altered upon a written proposal submitted by at least two members to the International Executive Director at least three months before any meeting of the International Congress and circulated by him/her through the various executive councils to all levels of the Organisation as forming part of the agenda of the next meeting of the International Congress which may adopt the proposal by two-thirds majority of delegates present and voting.

CODE OF CONDUCT FOR PERSONS ASPIRING TO BE A MEMBER OF NURSES ACROSS THE BORDERS

I,being a person aspiring to be a member on the platform of the Nurses Across the Borders freely elect to state as follows:

- That I understand that any position I occupy in the organization to be a position of public trust for rendering selfless service to the people and not a means for feathering my own interest in any possible manner whatsoever;
- That I accept that to be a true servant of the people I must live in similar circumstances as an average subject of governance;
- I accept that I am bound by the laws of the Organisation and the state I shall be operative as much as every other member/citizen not in public office;
- I fully agree with the Organization's programme and I hold myself bound to the full and unadulterated implementation of it;

- I accept that this code of conduct is a contract between me, the Organisation and members of the public and that any infraction of the terms thereof shall form ground for my removal from the membership list of the organisation.

SIGNED BY METHIS.....DAY
OF.....200..