

2017

# CONSTITUTION OF THE AGRICULTURAL EXTENSION SOCIETY OF NIGERIA (AESON)

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## CHAPTER I: NAME

**Preamble:** We members of the Agricultural Extension Society of Nigeria (AESON) have severally and jointly agreed to give ourselves the following constitution as a guide to running the affairs of the Society and to be quoted as the constitution of AESON in all matters as may be applicable and appropriate. The name of the Society shall be the Agricultural Extension Society of Nigeria abbreviated as AESON.

## CHAPTER II: DEFINITIONS

### Article I.

In this constitution, unless otherwise explicitly stated:

#### CLAUSE

- (a) The ‘‘Constitution’’ means the constitution of the Agricultural Extension Society of Nigeria.
- (b) ‘‘Rule’’ includes general rules and by-laws of the society.
- (c) ‘‘Membership’’ shall include ordinary, life, associate, honorary, fellow, corporate and student members.
- (d) ‘‘General Meeting’’ means the meeting of all members convened for conducting any business of the Society.
- (e) ‘‘General Body’’ means all the members taken together.
- (f) ‘‘Property’’ means all assets of the Society including fund.
- (g) ‘‘Agricultural Extension’’ means out of school education to disseminate appropriate agricultural innovations for the welfare of farming community (rural and urban).

- (h) ‘‘Society’’ means THE AGRICULTURAL EXTENSION SOCIETY OF NIGERIA.

## CHAPTER III: JURISDICTION

### Article I

#### CLAUSE

- (a) The Society shall have jurisdiction all over Nigeria and the Secretariat shall be at the Agricultural and Rural Management Training Institute, Ilorin.
- (b) The Society may operate Zonal chapters in each of the geopolitical Zones of Nigeria. The chapters’ activities shall be in accordance with the aims and objectives of the Society.

## CHAPTER IV: AIMS AND OBJECTIVES

### Article I.

The aims and objectives of the Society are to promote the development of agricultural extension profession by:

#### CLAUSE

- (a) conducting relevant research that address field problems;
- (b) improving field extension practice;
- (c) upholding the educational needs of the farming community for increased productivity and better standard of living;
- (d) helping government to formulate, evaluate and adopt policies and programmes pertaining to development of the agricultural extension profession;

- (e) advising government on effective operation of agricultural extension services as its educational arm of agricultural development;
- (f) promoting best policy and practices in the agricultural sector through participative policy advocacy and brokerage;
- (g) promoting rural development efforts leading to poverty reduction and livelihoods improvement;
- (h) holding seminars, conferences, workshops and such other activities related to agricultural extension;
- (i) publishing periodicals, journals and other literatures pertaining to agricultural extension;
- (j) upholding the dignity, status and honour of the agricultural extension profession and its members and creating cordial relations among them;
- (k) creating healthy environment among members of the Society and its related organizations;
- (l) providing recognition to the accomplished professionals for their significant contribution to this profession, awarding/giving national awards, titles, symbols and certificates;
- (m) maintaining liaison between agricultural extension and related organizations in and outside the country; and
- (n) engaging in such other things as are conducive to the betterment of agricultural extension profession and its members.

## CHAPTER V: MEMBERSHIP

### Article I. [Classes of Membership]

The Society shall have the following types of membership:

#### CLAUSE

- (a) ordinary membership;
- (b) life membership;
- (c) associate membership;
- (d) honorary membership;
- (e) fellow of the Society;
- (f) corporate membership; and
- (g) Student membership

### Article II. [Eligibility for Membership]

- (a) **Ordinary Membership:** Any person having at least HND or Bachelor's degree in any branch of agriculture, or engaged in agricultural extension, research, teaching or field extension work shall be eligible for ordinary membership subject to the payment of prescribed fees and dues.
- (b) **Life Membership:** Any person who has registered as an ordinary member and who has been active for at least ten years shall be eligible for life membership subject to the payment of prescribed fees and dues.
- (c) **Associate Membership:** Persons of any professional education at graduate level having been associated with agricultural extension work and made significant contribution to the growth and development of extension profession is eligible to be invited as associate member on payment of prescribed membership fees.

(d) **Honorary Membership:** Any person or organization who has attained national or international reputation for his significant contribution in the field of agricultural extension work may be conferred honorary membership of the society as a mark of respect and recognition. Honorary membership shall be conferred on an eligible person by a resolution in a general meeting after his/her name has been proposed by ten (10) registered members and subsequently endorsed by at least 2/3 of the members present.

(e) **Fellow:** May be conferred on any member of the Society adjudged by the Society to have made significant contributions to the Society. The number of fellowship conferred in a year may not be more than two. Fellows of the Society are permitted to put the abbreviation FAESON after their names.

(f) **Corporate Membership:** Any organization, public or private whose mandate and activities are related to agricultural extension service delivery in Nigeria shall be eligible for corporate membership, subject to the payment of prescribed fees as per rules and bye-laws of the society.

(g) **Student Membership:** Any person undergoing a course leading to either a Bachelor's Degree (B.Sc, B. Agric) or Higher National Diploma (HND) or equivalent in any branch of agriculture shall be eligible for student membership subject to payment of prescribed fees and dues.

(h) The membership register shall be displayed on the Societies website and updated regularly.

### **Article III. [Rights and Privileges of the Members]**

All members have the same right, privileges and duties except associate, honorary and student members who shall have neither the right to vote nor shall they seek election into

any position on the Executive Committee of the Society.

### **Article IV. [Mode of Admission]**

Application for ordinary and life membership shall be submitted to the General Secretary on prescribed form along with entry fee and required annual subscription. The General Secretary shall on receipt of the same, admit the applicant subject to the approval of the Executive Committee. The decision of the Executive Committee on such application shall be final. Each member having been enrolled to the Society will receive a membership certificate indicating his membership category and reference number. In case of refusal, subscription or fees received shall be refunded.

### **Article V. [Membership Registration and Fees]**

An eligible person willing to be an ordinary, life, or student member of the society shall have to pay the registration fees and annual dues as prescribed by the General Meeting from time to time.

### **Article VI. [Termination of Membership]**

#### **CLAUSE**

(a) Membership shall terminate upon death, or resignation, or expulsion, or failure to pay the annual subscription for two consecutive years provided that:

(i) in case of resignation membership shall continue until it is accepted by the Executive Committee or the expiry of six months from the date of receipt of the resignation letters whichever is earlier,

(ii) there shall be no refund of any subscription or fee paid on the ground of such termination, and

(iii) that resignation, may be withdrawn before it is accepted.

(b) No one shall be expelled from the Society except by a resolution moved by at least 10 ordinary members in a duly convened General Meeting and endorsed by a 2/3 majority of the members present in the meeting. There shall be no expulsion except on ground that:

(i) the member is guilty of an act or convicted by a court of law; or

(ii) the activity of the member is viewed as prejudicial to the interest of the Society. A member so terminated shall however, be liable to the society for any indebtedness due upon him.

## CHAPTER VI: STATUS

### Article I.

The society shall be a non-political, academic, and professional corporate body and be registered by the relevant authority.

### Article II.

All properties including funds shall be acquired, owned and used for the name and interest of and shall belong to the Society.

### Article III.

In case the Society ceases to exist, the properties shall be vested on the Board of Trustees.

## CHAPTER VII: THE EXECUTIVE COMMITTEE

### Article I-(A)

Management of the affairs of the society shall be vested on an Executive Committee consisting of six elected persons, the immediate past president and an appointed editor-in-chief as follows:

- (a) President -
- (b) Vice-President -
- (c) General Secretary -
- (d) Asst. Gen. Sec -
- (e) Treasurer -
- (f) Publicity Secretary -
- (g) Ex-Officio Member -
- (h) Editor-In-Chief -

The tenure of the elected Executive Committee shall be one of three consecutive calendar years. However any member of the Executive shall be eligible for election to a new position.

### Article I-(B). [Zoning/Rotation of the Executive Offices]

#### CLAUSE

- (a) To achieve equity and inclusiveness some executive position shall rotate between the Blocks as defined in this constitution.
- (b) The office of the President, Vice President, Secretary General, Assistant Secretary, and Treasurer shall be zoned in to the following Blocks

- (c) **Block A:** Made up of persons from, persons residing, or persons from agencies and organizations located in the North East and North West Geopolitical Zones, subject to the provisions of section “d” below.
- Block B:** Made up of persons from, persons residing, or persons from agencies and organizations located in the South East and South-South Geopolitical Zones, subject to the provisions of section “d” below.
- Block C:** Made up of persons from, persons residing, or persons from agencies and organizations located in the South West and North Central Geopolitical Zones, subject to the provisions of section “d” below.
- (d) A person shall be qualified to run for any of the zoned offices primarily based on his/her being an indigene of that zone.
- (e) Offices that rotate to a Block shall remain in the Block till the end of the tenure of that office as provided in this constitution. In the event of death or removal of an officer before the end of the tenure of the office, the replacement shall be elected from the Block and shall serve the remaining part of the tenure.
- (f) The President: The office of the President shall rotate among the Blocks
- (g) The Vice President: The office of the Vice President shall go to any of the two other Blocks outside that of the President, subject to the provisions of section “d” above
- (h) The General Secretary: The office of the General Secretary shall be at the Agricultural and Rural Management

Training Institute (ARMTI). In the event that no suitable staff of ARMTI is available to take the position of the General Secretary, a new Secretariat will be established by a resolution of the General Assembly, and a Secretary General elected from that institution"

- (i) The Assistant General Secretary: The office of the Assistant General Secretary shall go to any of the two other Blocks outside that of the General Secretary.
- (j) The Treasurer: The occupants of the office of Treasurer shall not come from the same Block as the General Secretary
- (k) Not more than two of the six elected positions shall be held in one zone at a time

## **Article II. [The Functions of the Executive Committee]**

- (a) Prepare the annual budget and control the funds of the society.
- (b) Hold conferences, seminars, workshop, training, convention, etc.
- (c) Appoint one or more committee(s)/sub-committee(s) for specific purposes according to necessity.
- (d) Be responsible for conducting election in time.

## **Article III. [Meeting of the Executive Committee]**

### **CLAUSE**

- (a) All decisions of the Executive Committee shall be adopted by the majority of votes of the members present in a meeting.

- (b) One-third of the members of the Executive Committee shall constitute the quorum.
- (c) Proceedings and resolutions of the meeting of the Executive Committee shall be recorded properly and maintained in a book called the Proceedings Book. The report of the proceedings of the meeting shall be placed by the General Secretary before the next Executive meeting and be countersigned by the Chairperson after its adoption as the true proceedings.
- (d) If a member refrains from attending three consecutive meetings of the Executive Committee without valid reason acceptable to the Executive Committee, S/he shall cease to be a member of the Executive Committee. This shall be reported at the next AGM for information, investigation and replacement.
- (e) The Executive Committee can make bye-laws on any matter as appropriate provided that: -
  - (i) Such bye-laws are not inconsistent or repugnant to the constitution or to the aims and objectives of the society.
  - (ii) The bye-laws be placed for approval before the General Body. Those approved shall be incorporated into the constitution and those turned down, if any be abolished forthwith.

**Article IV. [Dissolution of the Executive Committee]**

**CLAUSE**

- (a) The Executive Committee can only be dissolved by a no confidence motion passed by two-thirds of members present in a meeting of the General Body. Such a no confidence motion shall be

brought by a written application addressed to the President under signatures by at least one quarter of the total members having voting rights.

- (b) The President in such case shall ask the General Secretary to convene a General Meeting to consider the issue within 15 days but not earlier than one week from the date of receipt of the application. If the no confidence motion is passed, a fresh election must be held within three months of the meeting. In the interim the Board of Trustees shall look after the affairs of the Society including organizing the fresh election.

**Article V. [The Functions of Members of the Executive Committee]**

**CLAUSE**

- (a) **The President:**

(i) The President shall be the Chief Executive of the Society and shall act according to the constitution and shall exercise such powers as have been vested upon him by the constitution

(ii) S/he shall preside over the General Meetings and the meetings of the Executive Committee.

(iii) In case of emergency, he may pass any order on behalf of the society and place the same before the Executive Committee for consideration and approval within 15 days.

(iv) The ruling of the President in the meeting on any point of order or as to the meaning or interpretation of any rule shall be final. The President shall not give any ruling as to the meaning or interpretation of any rule, unless the executive Committee is unable to interpret it or unless in his/her judgment the ruling will ensure the orderly conduct of business.

(v) The President shall have a casting vote in case of any tie of votes in any meeting of the society.

(vi) The President for all his activities relating to the society shall remain responsible to the Executive Committee and through which to the General Body.

**(b) The Vice-President**

The Vice-President shall perform functions as may from time to time be assigned by the president and/or the Executive Committee, in assisting the president run the affairs of the association in the absence of the President, the Vice-President shall exercise the normal powers and functions of the President. He shall be Responsible for all policy matters and their execution.

**(c) The General Secretary**

The General Secretary shall perform such functions and exercise such powers as laid down in the constitution. S/he shall be responsible to the President vis-à-vis to the Executive Committee and the General Body for all his/her functions and activities.

(i) S/he shall maintain the minutes, records and proceedings of all meetings.

(ii) S/he shall be the custodian of all properties of the society excluding funds and shall take such steps as S/he deems appropriate for proper safeguard and maintenance of the same. All properties owned, purchased and received as donation by the Society should be entered by him/her in a stock book.

(iii) S/he shall prepare the annual budget in consultation with the Executive Committee and place it be-

fore the General Body for approval.

(iv) S/he shall prepare the annual report of the society and place it before the General body.

(v) Shall receive monies on behalf of the Society and shall pay same to the Treasurer within a reasonable time of receipt of such monies.

(vi) S/he shall keep accurate records of all monies received and shall comply with any regulations made by the Executive Committee to safeguard the funds of the Society.

(vii) All general purchases and payments shall be made by him/her on behalf of the society and he/she shall take necessary direction from the Executive Committee. Documents, Vouchers, etc., for such purchases shall be handed over to the Treasurer after proper certification by him/her for audit purpose.

(viii) S/he shall make communication, express opinion and maintain liaison with other organizations and exchange ideas and information on agricultural extension keeping the national as well as professional interest in view.

**(d) The Assistant General Secretary**

The Assistant General Secretary shall assist the General Secretary in all matters and shall exercise such powers and perform such functions as may be assigned to him/her by the General Secretary as well as by the Executive Committee.

**(e) The Treasurer**

(i) The Treasurer shall be the custodian of the funds of the society and shall

disburse all payments on behalf of the society

- (ii) S/he shall maintain a cash book and enter all receipts and disbursements and shall be responsible for the proper accounts of the funds of the society. The cash book shall be kept up to date and the Executive Committee should be informed about the fund position.

The Treasurer shall deposit all money received by him/her on behalf of the society with a scheduled bank as determined by the Executive Committee and the account shall be operated by him/her, the President and the General Secretary. In case of his/her absence for 15 days or more, the Vice President shall act as the Treasurer.

**(f) The Publicity Secretary**

S/he shall be responsible for publicizing the Society's activities, decisions and programmes and perform other duties as may be directed by the Executive Committee.

**(g) The Editor-In-Chief**

S/he shall be responsible for publication of the Journal proceedings and the newsletter or any other materials deemed appropriate to be published or printed by the Executive Committee, on behalf of the Society. S/he shall be of the rank of a full professor of agricultural extension. He shall also distribute copies of such publications to the members of the Society.

**(h) The Members of the Executive Committee**

- (i) All members of the Executive Committee shall have the same rights and privileges, obligations and duties within the Executive Commit-

tee except their special powers and functions as provided by the constitution.

- (ii) A member shall exercise such power and perform such duties as may be assigned to him by the Executive Committee.

## **CHAPTER VIII: TRUSTEES**

### **Article I.**

The Society's Board of Trustees shall comprise three persons, one from each Block. The Executive shall nominate a member from each block for approval of the general body. Membership of the Board of Trustees shall be reviewed every three years during the AGM

### **Article II.**

The trustees shall have vested in them all real and personal estate and whatever belongs to the society and they shall deal with it in consultation with the National Executive Committee.

### **Article III.**

A trustee may be removed from office by the General Body on the grounds of ill-health, or for any other reason which renders him/her unable or unsuitable to perform the duties of the office.

### **Article IV.**

In the event of death, resignation or removal of a trustee from office, the office shall be filled by nomination by the Executive and approval of the General body. The nominee shall come from the same Block of the officer removed from office.

## CHAPTER IX: THE GENERAL BODY

### Article I.

The General Body is the assembly of ordinary, life, associate, honorary and representatives of corporate members. The General Body shall have the following powers and perform the functions as well.

#### CLAUSE

- (a) It shall be the supreme authority of the society in all matters and shall sit at least once a year, and as many other occasions as the interest of the society calls for.
- (b) A meeting of the General Body known as General Meeting shall be convened by the General Secretary with at least 21 days' notice provided that in case of emergency, the Executive Committee may authorize the General Secretary to call such a meeting on a shorter notice.
- (c) The General Secretary, on receipt of a written requisition by 1/3 of the members having voting rights with agenda specified, shall call a General Meeting.
- (d) Proceedings and resolutions of the General Meeting shall be entered in the Proceedings Book and be countersigned by the President.

### Article II. [Functions of General Meeting]

The General Meeting shall:

- (a) Consider the reports of the General Secretary
- (b) Approve account of the outgoing year
- (c) Approve the budget for the new year

- (d) Make or amend any rule of the constitution for the interest of the society.

## CHAPTER X: ELECTION

### Article I. [Election]

The Election Commission shall conduct the election of the Executive Committee as per rules and regulations. The election of the Executive Committee shall be held in every three years.

### Article II. [Election Commission and Election Procedures]

#### CLAUSE

- (a) An Election Commission consisting of a Chairman and two members shall be formed by the Executive and such members informed one month prior to the date of a general election.

The Chairman and the members of the Election Commission must be valid members of the society. The tenure of the members of the Election Commission shall terminate after the completion of an election.

- (b) The Election Commission shall prepare and publish election guidelines based on the provisions of this constitution indicating the zone to produce the president and the offices available to the other zones. Prepare the list of voters and issue nomination papers.
- (c) The duly filled nomination papers shall be submitted to the Chairman of the Election commission.
- (d) Only a valid voter is entitled to propose or second the nomination of a candidate.

- (e) A valid voter is a duly registered and financially up-to-date member of the society for at least 2 years including the year of election (The person must have registered a year before the election year and be financially up-to-dated).
- (f) To seek nomination into an elective office except that of the position of President a member should have attended two consecutive annual national conferences preceding the National Conference of the election year and must not be financially indebted to the Society.
- (g) To seek nomination into the office of the President, an aspirant must have attended five National Conferences preceding the election (two of which are consecutive preceding the National Conference of the election year) and be financially up-to-date.
- (h) A register of list of qualified voters must be available on the AESON website three months to the election, and displayed at the venue of the AGM for cross-checking.
- (i) On the scrutiny of the nomination papers the Election Commission shall prepare the final ballot papers, and hold the election by secret ballot during the business meeting of the society.
- (j) Any valid candidate willing to withdraw his/her nomination paper must do so before voting takes place.
- (k) The result of the election shall be announced by the Chairman of the Election Commission and ballots shall be delivered to the President of the Society in a sealed cover.
- (l) If no nomination is submitted for one or more position or positions, the Election Commission shall solicit three nomina-

tions from the floor of the house, and whoever is so elected by the majority vote shall be treated as duly elected.

- (m) It shall be binding upon the office bearers of the Executive Committee to handover materials to the newly elected counterparts within 21 working days from the date of election.
- (n) The election shall be held at a General Meeting and the final results of election shall be announced before the end of the meeting.

## **CHAPTER XI: PUBLICATIONS**

### **Article I. [Names of Publications]**

As official publications of the Society, a journal, proceeding of Society's conferences, seminars, workshops and such other related activities shall be published by the Society.

### **Article II. [Nature and Content of the Publications]**

Keeping eyes on the needs and circumstances the Editorial Board will decide upon the nature and content of the proceeding. The Board's decision to this effect shall be final.

### **Article III. [Constitution and election of the Board]**

The Editor-in-Chief and the Associate Editors shall constitute the Society's Editorial Board. The number of Associate Editors shall be determined from time to time by the Executive on the advice of the Editor-in-Chief

### **Article IV. [Tenure of the Board]**

The tenure of the Editorial Board shall be three years. Any member of the Editorial

Board may be re-appointed for another three years. Tenure of Board members shall be at the discretion of the Executive

#### **Article V. [Constitution of the Editorial Board]**

The newly elected Executive Committee of the Society in its first meeting will constitute/reconstitute the Editorial Board for the following three consecutive years.

#### **Article VI. [Power of the Editorial Board]**

The Board shall have all power in managing the journal and shall present a report to Annual General Meeting of the Society. The observation, advice and direction of the General Meeting shall constitute the basis of formulating policies for managing the publication.

#### **Article VII. [Fund for Publications]**

All money received for publications shall be kept in a separate account of the society for account.

### **CHAPTER XII: FUND**

#### **Article I.**

All receipts of cash shall constitute the fund of the Society and shall be maintained in scheduled bank for general or separate accounts as the case may be.

#### **Article II**

All receipts for life or long term subscriptions shall be invested in a scheduled bank account as fixed deposit.

#### **Article III**

Subject to the approval of the General Body, the Executive Committee is empow-

ered to constitute special fund for accomplishing special functions of the Society.

#### **Article IV**

The management of the general and all special funds shall be vested on the Treasurer of the Society unless otherwise specified.

#### **Article V**

All receipts and expenses of all funds shall be maintained in separate cash books.

#### **Article VI**

Unless otherwise mentioned, all bank transactions shall be executed under the joint signatures of the President, General Secretary and the Treasurer or any two of them.

#### **Article VII**

All materials assets of the society and its publications must be registered in separate stock books by the General Secretary.

#### **Article VIII**

A one member audit team as nominated by the Executive Committee shall audit all accounts of the society including report publication and presentation in the General Meeting of the society at the end of the tenure of the Executive Committee.

#### **CLAUSE**

- (a) An auditor shall be appointed by the Executive Committee on an *ad hoc* basis annually.
- (b) The Society's auditor shall thoroughly examine all the Accounts Books kept by the Treasurer and/or the General Secretary, check all receipts and payments and certify them accordingly.
- (c) The auditor shall prepare a report on the financial position of the society

and the manner in which the accounts have been kept, and report to the AGM.

*8<sup>th</sup> Annual General Meeting 2002;*  
*12<sup>th</sup> Annual General Meeting 2007*  
*22<sup>nd</sup> Annual General Meeting 2017*

## **CHAPTER XIII: GENERAL PROVISIONS**

### **Article I. [Common Seal]**

The Society's common seal containing the Society's logo shall be in custody of the General Secretary who will use it as directed by Executive Committee.

### **Article II. [Deed Execution]**

All deeds of the Society shall be executed on its behalf by at least three persons' including one trustee, the General Secretary and the Treasurer.

## **CHAPTER XIV: INTERPRETATION AND AMENDMENT**

### **Article I. [Interpretation]**

Any question as to the interpretation of any article or clause of the constitution shall be decided by the Executive Committee.

### **Article II. [Amendments]**

One-fifth of the members of the Executive Committee of the Society may bring proposal for amendment of the constitution. Proposal for amendments shall be passed by two-third members present in a General Meeting.

Note: This Constitution was unanimously adopted by the members present at the Second Annual General Meeting of the Society held in Zaria on 27<sup>th</sup> September 1995.

Amendments: were made on the following Occasions:

*7<sup>th</sup> Annual General Meeting 2001;*