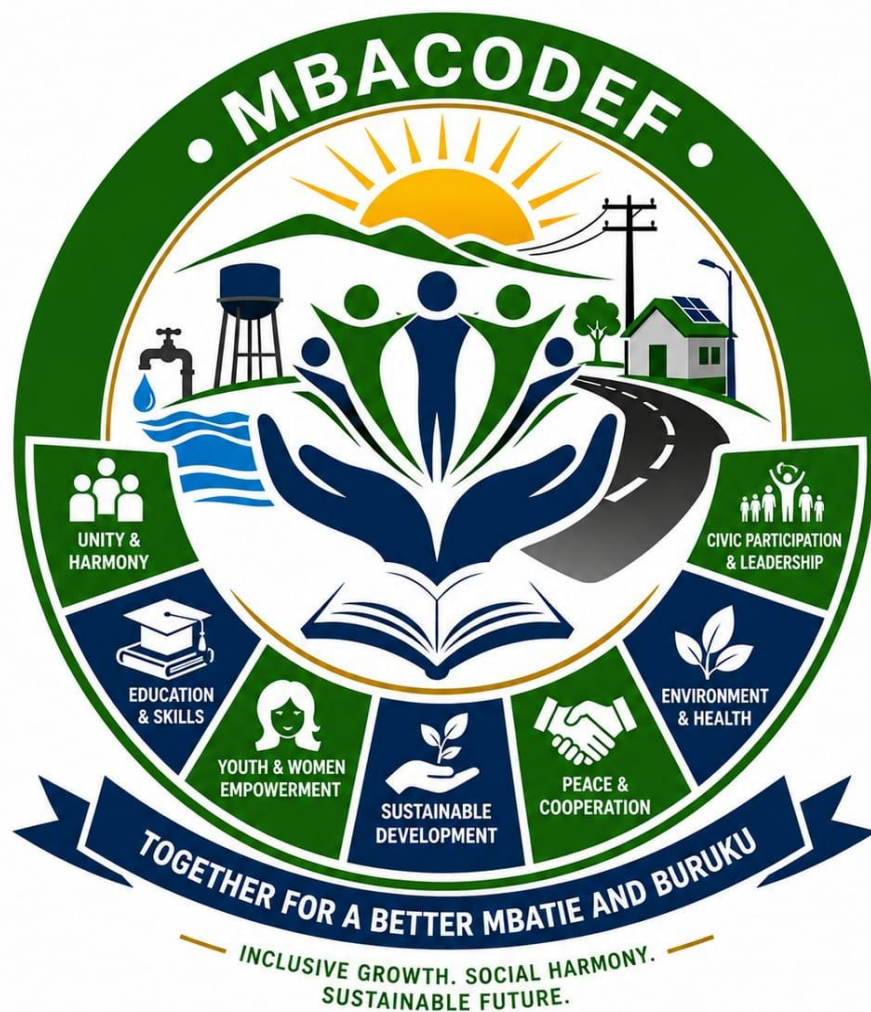




(MBACODEF)

CONSTITUTION OF MBATIE COMMUNITY DEVELOPMENT FOUNDATION

(Based in Mbatie, Tombo, Buruku Local Government Area of Benue State)

PREAMBLE

We, the members of Mbatie Community Development Foundation (MBACODEF), united by a shared heritage and committed to the advancement of our people, hereby enact this Constitution to guide our affairs, promote sustainable development, foster unity, and ensure the welfare of all members of the community.

ARTICLE 1: NAME

The name of the organization shall be MBATIE COMMUNITY DEVELOPMENT FOUNDATION (MBACODEF), hereinafter referred to as “the Foundation or the Non Governmental Organisation (NGO)”

ARTICLE 2: REGISTERED OFFICE

The registered office of the NGO shall be located in Mbatie, Tombo, Buruku Local Government Area of Benue State.

ARTICLE 3: LOGO EXPLANATION

1. Circular Shape

Represents unity, togetherness, protection, and continuous community growth.

2. Green and Gold Colors

Green - growth, peace, agriculture, and prosperity.

Gold - excellence, dignity, and success.

3. Tree at the Center

Symbolizes growth, development, wisdom, strong roots, and a brighter future.

4. Human Figures

Represent unity, teamwork, leadership, and community empowerment.

5. Open Hands

Show care, support, protection, and service to the community.

6. Traditional Drum

Represents African culture, heritage, communication, and identity.

7. Hut and Mountains

Symbolize the homeland, tradition, peace, stability, and rural development.

8. Family Figures and Palm Tree

Represent family unity, future generations, prosperity, and sustainability.

9. Cultural Symbol in the Middle

Shows cultural identity, heritage, and unity among the people.

10. MBACODEF Banner

Displays the organization's name boldly, showing strength and professionalism.

11. Bottom Icons Meaning

Book - Education

People - Empowerment

House/Road - Development

Heartbeat - Health

Pot - Culture

12. Motto: "UNITY • PROGRESS • HERITAGE"

Summarizes the mission of bringing people together, promoting development, and preserving culture.

13. Overall Meaning

The logo represents a united community foundation focused on culture, empowerment, education, health, and sustainable development for the Mbatie people.

ARTICLE 4: STATUS

1. The Foundation is an NGO. It is a non-profit, non-political, non-ethnic, and non-religious

community development organization.

2. The Association shall operate in accordance with the laws of the Federal Republic of Nigeria.

ARTICLE 5: VISION, MISSION, AIMS AND OBJECTIVES

Vision

To build a united, progressive, and sustainably developed Mbatie community where everyone

thrives.

Mission Statement

To be a model community NGO, driving inclusive growth, social harmony, and sustainable

development for present and future generations of Mbatie.

Aims

1. To promote sustainable community development of Mbatie through self-help projects and collective action.
2. To foster unity, cooperation, and mutual understanding among members and the wider
3. . To improve the social, economic, and infrastructural conditions of Mbatie community.
4. To encourage civic responsibility, participation, and leadership in community affairs.
5. To advance education, health, and welfare for all members of the community.

Objectives

1. Undertake community projects such as road construction, electrification, water supply, sanitation, health, sports, environmental preservation and beautification.
2. Promote education by awarding scholarships, supporting schools, and encouraging literacy and vocational training.
3. Support youth and women empowerment programs through skill acquisition, entrepreneurship training, and microfinance initiatives.
4. Collaborate with government agencies and NGOs to attract development projects and grants to the community.
5. Encourage peaceful coexistence and resolve disputes through dialogue and mediation.
6. Mobilize resources (financial, material, and human) for Mbatie community improvement and emergency relief.
7. Organize cultural, social, and sporting events to strengthen unity and preserve the community's heritage.
8. To serve as a pressure group in ensuring accountability and transparency in any government

and private sector developmental activities bothering Mbatie community.

9. Promote environmental sustainability through awareness campaigns and green initiatives.

10. Encourage civic education and active citizenship to enhance participation in governance and

policy formulation.

11. Provide and serve as a strong voice on issues of governance and leadership in Mbatie and

Buruku at large.

ARTICLE 6: MEMBERSHIP

Members – These are male adults of Mbatie origin by birth. Each member shall pay a nonrefundable registration fee of N50, 000 (Fifty Thousand Naira) which sum shall be reviewed

upwards as the need arises.

5.2 Eligibility

Any adult of sound mind / good character, who is committed to Development, progress and peace

in Mbatie is eligible.

5.3 Rights of Members

Members shall have the right to:

1. Vote and be voted for.
2. Participate in all activities and meetings.
3. Access the Foundation's reports and information.
4. Benefit equitably from the Foundation's programs.

5.4 Responsibilities

Members shall:

1. Uphold the Constitution of the NGO.
2. Pay dues and levies as approved.
3. Participate actively in Tie community development activities.
4. Promote unity and peaceful coexistence.

5.5 Termination of Membership

Membership may be terminated by:

- a. Resignation;
- b. Non-payment of dues for one year;
- c. Gross misconduct;
- d. Actions detrimental to the Association.

ARTICLE 7: ORGANS OF THE ORGANISATION

- 1. The General Assembly (Congress)
- 2. The Executive Committee (EXCOs)
- 3. Trustees / Elders Forum
- 4. Committees and Sub-Committees

ARTICLE 8: THE GENERAL ASSEMBLY

1. The General Assembly shall constitute all members present in a duly convened meeting. It

shall be the supreme decision-making body.

2. It shall meet physically or online as agreed / scheduled or at the call of the President in emergency situations.

3. 3. Physical meetings shall have not less than a month's prior notice duration while online

meetings shall have not less than 48 hours prior notice duration.

4. In all meetings, there shall be list of items to be discussed (Agenda), sent online (whatsapp or

via any other agreed social media platform) together with the notice of invitation for that

particular meeting.

5. The Quorum for online meetings shall be 6 members actively connected in attendance while

the Quorum for physical meetings shall be 10 members present.

Functions of the General Assembly include:

- a) Approving policies and development projects
- b) Electing officers
- c) Approving budgets and financial reports
- d) Amending the Constitution when necessary
- e) General deliberations.

ARTICLE 9: EXECUTIVE COMMITTEE

8.1 Composition

The Executive Committee shall consist of:

1. The President
2. The Vice President
3. The Secretary-General
4. The Assistant Secretary
5. The Treasurer
6. The Financial Secretary
7. Public Relations Officer
8. Provost
9. Ex-officio members (2)

ARTICLE 10:

DUTIES OF THE OFFICIALS

9.1.

THE PRESIDENT

- a. Shall be the Foundation's Chief Executive.
- b. Shall preside over all meetings / activities of the Foundation.
- c. Shall be the spokesman for the Organization;
- d. Shall be the overseer of the Organization's daily activities
- e. Shall assign duties not specified under this constitution to officials or other officials of the Association as he may deem fit.
- f. Shall have the power of vote but this should be used only when there is confusion on a particular issue and also to be the satisfaction of simple majority of members.
- g. Shall be a mandatory co-signatory to the bank account.
- h. Shall adjourn meetings.
- i. Shall perform all other duties incidental to his office as the Chief Executive Official of the Foundation.

9.2.

THE VICE PRESIDENT

- a. Shall generally deputize the President in the performance of his duties under the constitution and carry out all other duties that may be assigned to him from time to time.
- b. Shall preside over meetings if the President is ordinarily absent.
- c. Shall not sign cheques or withdrawal forms or vouchers for and on behalf of the President.

9.3.

THE SECRETARY

- a. Shall receive all correspondences on behalf of the Foundation.
- b. Shall receive all application letters from new members and to submit them for approval.
- c. Shall keep and maintain the register of members.
- d. Shall summon meetings in consultation with the President.
- e. Shall arrange schedule of duties in the office;
- f. Shall keep records of all assets of the Organization
- g. Shall be a co-signatory to the Organizations bank account;
- h. Shall respond to correspondences as may be directed by the President or the General Assembly.
- i. Shall prepare, assemble and present all necessary reports as may be required of him from time to time.
- j. Shall preside over meetings if the President and his Vice are ordinary absent.
- k. Shall assist the President in any administrative duties as may be assigned to him.
- l. Shall perform all other duties incidental to his office.

9.4.

THE ASSISTANT SECRETARY

- a. Shall generally assist the General Secretary in carrying out his duties
- b. Shall in the absence or incapability of the Secretary, to perform the duties of the Secretary and do any other duty as may be assigned to him by the Congress..

9.5.

FINANCIAL SECRETARY

Shall collect, receive and issue receipts for all moneys due to Foundation from members

or any money paid or donated to the Foundation by any person or body of persons.

b. Shall hand over to the Treasurer within 48hrs of the receipts thereof, all moneys received

under the last preceding paragraph.

c. Shall keep an up-to-date account of all moneys received by him.

d. Shall give proper account of income/expenditure and prepare financial account at the end

of the year or any other period as required.

9.6.

THE TREASURER

a. Shall receive from the Financial Secretary all moneys on behalf of the Foundation and

keep proofs / records thereof.

b. Shall keep an accurate and up to date account of all monies received by him or paid out by

him.

c. Shall pay into the Foundation's bank account within forty-eight (48) hours after the receipt

thereof all monies received by him from the Financial Secretary or any other person for

and on behalf of the Foundation.

d. Shall surrender all his books to the Auditors for auditing if called upon to do so provided

he shall be given at least forty eight (48) hours notice.

e. Shall pay out subject to the provision of this section, all monies authorized to be paid out

of the NGO's account upon a written order signed by the President and the Financial Secretary.

f. Shall render at the end of the year or at any other period as may be required by the NGO

an income and expenditure account for that year or period.

g. Shall carry on any other function as may be directed by the NGO.

h. Treasurer shall be co-signatory to account.

9.7.

PUBLIC RELATIONS OFFICER

a. Shall be responsible for the Foundation's public relations / publicity.

b. Shall issue and distribute circular / letters as may be directed by the President or Secretary.

c. Shall be responsible for all publications to be made on behalf of the Foundation.

d. Shall surrender all his books to the Auditors for auditing if called upon to do so provided

he shall be given at least forty eight (48) hours notice.

e. Shall pay out subject to the provision of this section, all monies authorized to be paid out

of the NGO's account upon a written order signed by the President and the Financial Secretary.

f. Shall render at the end of the year or at any other period as may be required by the NGO

an income and expenditure account for that year or period.

g. Shall carry on any other function as may be directed by the NGO.

h. Treasurer shall be co-signatory to account.

9.7.

PUBLIC RELATIONS OFFICER

a. Shall be responsible for the Foundation's public relations / publicity.

b. Shall issue and distribute circular / letters as may be directed by the President or Secretary.

c. Shall be responsible for all publications to be made on behalf of the Foundation.

d. Shall keep records of all such publications made during the year.

9.8. THE PROVOST

a. Shall maintain orderliness during the period of meetings and other forms of gatherings of

the Foundation.

- b. Shall remind the Foundation of any noticed erring points.
- c. Shall remind the Foundation of any subject matter left unattended.
- d. Shall also count votes required during any meeting of the Foundation.
- e. Shall assist the Financial Secretary in collecting fines from defaulting or sanctioned members.
- f. Shall perform any other functions as may be directed by the Executive Council or the Congress.

9.9 THE EX – OFFICIO MEMBERS

(1) There shall be two Ex Officio Members chosen from Mbaya and Mabaapen Council

Wards respectively. They shall be drawn from the immediate past Executive Council.

(2) The Ex-Officio members shall:

- a. Avail themselves to be consulted in times of needs.
- b. Serve as quick reference points for past events.
- c. Perform advisory roles to the EXCOs and the general house.
- d. Give explanations on things done under the past regime.
- e. Liaise with the current regime to ensure progress and continuity.
- f. Mediate between exco members in times of crises.

9.10.

CONDITIONS TO MEET FOR ANY APPOINTMENT

- a. The member must have attended general meetings for at least one year after registration
- b. The member must have paid his dues up-to-date
- c. The member must be a person of high integrity
- d. The member must be a person of high accountability
- e. He must not be of questionable character
- f. He must not be a drunk or drug addict.
- g. He must have finished secondary school, GCE, WASC NECO.

9.11. Joint Functions of the Executive Committee

1. Implement decisions of the General Assembly.

2. Oversee all development projects.
3. Manage finances of the NGO.
4. 4. Maintain records and documentation.
5. Represent the NGO in external engagements.
6. Mobilize resources and coordinate partnerships.

ARTICLE 11: ELECTIONS AND TENURE

1. Elections shall be held every two (2) years.
2. Officials may serve a maximum of two consecutive terms.
3. Elections shall be by secret ballot unless decided otherwise by the General Assembly.
4. A three-member Electoral Committee shall conduct elections.
5. The electoral committee shall conduct elections 3 months to the end of current tenure of excos.

ARTICLE 12: LEGAL ADVISERS

All registered members of the NGO who are Lawyers or other persons who are knowledgeable in

law shall constitute legal advisers to the Foundation, one of which shall be appointed by the

President in consultation with the executive Committee to be the Head of Legal team.

Qualifications of the Head Legal Team

- a. He shall be a Barrister and Solicitor of the Supreme Court of Nigeria.

Duties / Functions of the Legal Team

- b. Shall offer advice to the Foundation on all matters, legal or otherwise.
- a. Shall call the attention of the NGO whenever its activities are outside rules and regulations being laid down.
- b. Shall give legal advice to the NGO.
- c. Shall represent the NGO in legal matters.
- d. Shall interpret the constitution of the Foundation.
- e. Shall swear into office all newly elected officers of the Foundation.
- f. Shall follow up on the prosecution of members / officials found to have embezzled the
NGO's money.

- g. Shall render security advice to members of the NGO.
- h. Shall assist in where necessary in bailing out members from police or prisons custody.

ARTICLE 13: BOARD OF TRUSTEES / ELDERS FORUM

1. The Board of Trustees / Elders Forum of the NGO shall constitute of the Registered Trustees

of the NGO and such further number of persons, not exceeding 10 as may be appointed from

time to time by the General Assembly by simple majority of members present and voting.

2. A member of the Board / Elders Forum may hold office for life but shall cease to hold office

if he/she:

- a. Dies
- b. Resigns his office.
- c. Becomes insane or otherwise incapable of performing the functions of the office.
- d. Is convicted of a criminal offence involving dishonesty by a Court of competent jurisdiction.
- e. Becomes very inactive for a period of 5 years or such further period as the General Assembly may deem fit.
- f. Is removed by a resolution of 2/3 majority votes of members at the General Assembly Meeting.

3. Upon a vacancy occurring among the Registered Trustees of the NGO, another member of

the Board / Elders Forum shall be appointed to fill the vacancy at any General Assembly

Meeting of the NGO.

4. Upon a vacancy occurring in the number of the members of the Board / Elders Forum,

another suitable person shall be appointed by simple majority of members at any General

Assembly Meeting of the NGO to fill the vacancy.

THE COMMON SEAL

1. The Board of Trustees shall have a Common Seal.
2. Such Common seal shall be kept in the custody of the Secretary of the Board of Trustees who shall produce it when required for use by the Board of Trustees.
3. All documents to be executed by the Board shall be signed by the Chairman of the Board of Trustees and Secretary of the Board of Trustees and sealed with the Common Seal.

FUNCTIONS OF THE REGISTERED TRUSTEES / ELDERS FORUM

1. Foundational basis of the registration at CAC.
2. Foundational basis of the bank account opening.
3. Foundational basis of all suits by and against the NGO.
4. Advise the EXCOs where need be.
5. Execute land title documents.
6. Do such further things as are necessary to keep the foundations of the NGO standing and progressing

ARTICLE 14: COMMITTEES / SUB COMMITTEES

1. Where necessary, the General Assembly shall have powers to constitute and nominate members who will be members of a committee or sub-committee, set up to execute certain projects of the NGO.
2. Such committees shall be in the number necessary to execute the intended activity.

ARTICLE 15: FINANCE

1. The Association shall derive funds from:
 - a) Membership dues (monthly dues of N5000).
 - b) Levies approved by the General Assembly.
 - c) Donations, grants, and partnerships
 - d) Fundraising events.
2. All funds shall be deposited into the Association's bank account within 48 hours.
3. Withdrawals must be jointly signed by the President and one of either Treasurer and Secretary.
4. All financial reports must be presented to the Annual General Assembly.

ARTICLE 16: DISCIPLINARY MEASURES

Members may face disciplinary action for:

1. Fraud or financial mismanagement.
2. Misconduct that tarnishes the Foundation's image.
3. Divisive or violent behaviour.
4. Failure to comply with decisions of the General Assembly

Sanctions may include warning, suspension, or expulsion.

ARTICLE 17: AMENDMENT OF THE CONSTITUTION

1. Amendments must be proposed in writing.
2. Approval requires a two-thirds majority of the General Assembly.

ARTICLE 18: DISPUTE RESOLUTION

Any dispute arising from the interpretation of this Constitution shall be referred to the Legal

Team whose decision shall be final unless overturned by the General Assembly.

ARTICLE 19: DISSOLUTION

1. The Association may be dissolved by a three-fourths majority of the General Assembly.
2. Upon dissolution, all remaining assets shall be transferred to other recognized community development organization within Buruku LGA.

ARTICLE 20: COMMENCEMENT.

This Constitution shall come into effect on the date approved and adopted by the General

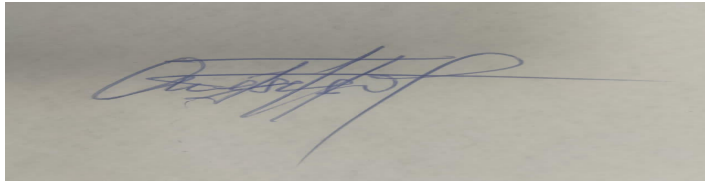
Assembly of Mbatie Community Development Foundation.

Adopted today, Sunday, 19

th

April, 2026.

National President

A handwritten signature in blue ink, appearing to read 'James Mozeh', is written on a light-colored, textured surface.

Hon. Eng. Dr. James Mozeh

THE CONSTITUTION DRAFTING COMMITTEE MEMBERSHIP

1. Mr. Iorfa Nehemiah - Chairman
2. Barr. Gabriel Orban – Secretary
3. Engr. Terhemba Namku – Member
4. Barr. Adeh Leonard – Member.