

THE CONSTITUTION OF THE NATIONAL FEDERATION PARTY

- (1) **SHORT TITLE:** This Constitution shall be cited as the Constitution of the NATIONAL FEDERATION PARTY.
- (2) **INTERPRETATION:** In this Constitution and in any Rules, Resolutions, By-laws made, resolved or enacted hereunder after the date of the adoption of this Constitution, the following words and expressions shall mean as defined hereinafter unless there is something in the subject or context inconsistent with this Constitution or unless it is therein otherwise provided: -
- (a) "Constitution" shall mean the Constitution of the NATIONAL FEDERATION PARTY.
 - (b) "Decree" shall mean the POLITICAL PARTIES (REGISTRATION, CONDUCT, FUNDING AND DISCLOSURES) DECREE 2013.
 - (c) "Party" shall mean the National Federation Party.
 - (d) "Objects" shall mean the Objects of the National Federation Party as mentioned in Clause 4 of this Constitution and which shall define the Party's vision, mission, guiding principles and values.
 - (e) "Working Committee" shall mean the Working Committee of the National Federation Party.
 - (f) "Branches" shall mean the Branches of the National Federation Party.
 - (f) "Branch Working Committee" shall mean the Working Committee of the constituent Branch of the National Federation Party.
 - (g) "Membership" shall mean the Membership of the National Federation Party.
 - (h) "Members" shall mean and include all Members and Officials of the National Federation Party.
 - (i) "Financial Member" shall mean a Member who has paid the subscription under this Constitution.
 - (j) "Citizens of Fiji" shall mean and include all persons born in Fiji or though not born in Fiji, having acquired a permanent right to reside in or do reside in Fiji or have acquired a right to vote at any election for the Legislature or any other public body, irrespective of any distinction of religion, race or sex.

- (k) Unless the context otherwise provides singular shall include plural and male shall include female.

(3) NAME, COLOURS, SYMBOL AND LOGO:

- (i) The name of the Party shall be the **NATIONAL FEDERATION PARTY** and may be cited in its abbreviated form as "NFP".
- (ii) The Party colours shall be **GREEN** and **RED**.
- (iii) The Party symbol shall be the **MANGO TREE**:



- (iv) The Party logo shall be "**Uniting Fiji**", or such other logo as may be adopted by the Working Committee from time to time.

(4) OBJECTS, MISSION AND VALUES: The Objects of the Party are its vision, mission, guiding principles and values and shall be as follows:

- (a) To create, promote, foster and preserve a sense of national consciousness among the citizens of Fiji, irrespective of any distinction of community, religion, race or sex.
- (b) To promote, preserve and safeguard the political, economic and social rights of the citizens of Fiji, irrespective of any distinction of community, religion, race or sex.
- (c) To strive to bring about political, economic, social and cultural integration among the citizens of Fiji by pursuing the ideal of seeking "Unity in Diversity", and by creating an atmosphere of goodwill, understanding and mutual respect for the culture and religion of all classes of citizens.
- (d) To defend and maintain Fiji's political and economic independence at all times with all its resources it can command.
- (e) To promote, preserve and safeguard good friendly relations with political parties and peoples having similar aims and objectives in other countries.

- (f) To maintain freedom of speech, assembly, worship, trade and occupation of all citizens of Fiji, irrespective of religion, race or sex.
 - (g) To acquire property, real or personal, to accept or make gifts with or without conditions and deal with it in any manner whatever to promote the Objects of the Party.
 - (h) To organise, create, maintain, promote and help organisations working for or towards the general political, economic, social and cultural welfare and advancement of all citizens of Fiji.
 - (i) To own, manage and publish newspapers, magazines, journals, books, etc.
 - (j) To make representations to the relevant authorities for removal of any grievances.
 - (k) To sponsor candidates for election to the Legislature and other public bodies.
 - (l) To conduct, perform and do all acts and things as are necessary and incidental or conducive to the furtherance of the Objects of the Party.
 - (m) To establish, encourage, maintain and support Branches of the Party and to aid in the establishment, encouragement, maintenance and support thereof throughout Fiji.
- (5) ORGANISATION AND MANAGEMENT: The Party shall be a democratic, political organization of the citizens of Fiji.
- (6) THE supreme power of the Party shall always vest in its members generally and shall be exercisable by them in accordance with the provisions of this Constitution at the Annual General Meeting or at a Special General Meeting. Its affairs shall be managed by its Office Bearers and Branches constituted under this Constitution from time to time, subject to any directives given by the Working Committee in accordance with this Constitution.
- (7) HEAD OFFICE
- (a) The Head Office of the Party shall be at Suva or at such other place as the Working Committee shall decide.
 - (b) The Registered Office of the Party shall be at **124 Princes Road, Tamavua Suva** or at such other place as the Working Committee

shall decide.

(c) The Postal Address of the Party shall be at **P O Box 4399, Samabula**, or at such other place as the Working Committee shall decide.

(d) There shall be a permanent Secretariat of the Party based at the Head Office. The Secretariat shall be responsible to the Management Board.

(8) MEMBERSHIP:

(i) Any citizen of Fiji irrespective of religion, race or sex, who is above the age of 18 years, shall be entitled to become a Member of the Party on payment of a membership fee of ONE DOLLAR (\$1.00), PROVIDED THAT the Working Committee shall be entitled to reject the application of any person without giving any reason within three months of his/her enrolment and such rejection shall be final and binding on the applicant. Upon such rejection the applicant shall be notified and his/her membership fee shall be refunded.

(ii) A Member of the Party may remain a member until his death, resignation, expulsion or disqualification otherwise.

(iii) Members of the Party upon joining the Party shall be deemed to have undertaken to be bound by this Constitution and by any decisions of the Party and shall have the right to participate in the Party as provided in this Constitution.

(iv) Upon joining the Party the Member's name and address shall be entered into the Membership Register and he shall be allocated a Membership number as identification.

(9) MEMBERSHIP OF BRANCH: A Member of the Party shall ipso facto become a Member of a Branch of the Party in the District in which he normally resides.

(10) BRANCH FORMATION: The Working Committee of the Party shall establish Branches in various Districts/Divisions of Fiji as and when necessary.

(11) ALL Branches constituted under and by virtue of this Constitution shall govern themselves in accordance with this Constitution and in accordance with any rules or instructions made or given by the Working Committee from time to time. Until such rules are made or given by the Working Committee, they shall govern in accordance with the Rules annexed to this Constitution.

(12) OFFICE BEARERS: There shall be the following Office Bearers of the Party:

- (a) President
- (b) Vice President

- (c) General Secretary
- (d) Treasurer
- (e) Registered Officer

- (13) PARTY LEADER: The Leader of the Party shall be elected from time to time by the Members of the Party who are elected Members of the House of Representatives. In the event of the absence of a Party Parliamentary Board, the Party shall be led by the President and General Secretary until the election of a Leader by the Party's candidates' caucus prior to a general election.
- (14) PRESIDENT AND HIS/HER DUTIES: The President shall be a person other than the Party Leader. The President shall preside at all Annual General Meetings, Special General Meetings, and Working Committee Meetings of the Party. He/she shall ensure that other Office Bearers of the Party are carrying out their duties to the best of their ability and shall at all times endeavour to work in the furtherance of the Objects of the Party.
- (15) DUTIES OF GENERAL SECRETARY: The duties of the General Secretary shall be as follows:-
- (a) To keep a minute book wherein he/she shall record all decisions of the Party, the Working Committee, the Annual General Meeting or Special General Meeting, and shall read such Minutes at a subsequent relevant Meeting and have the same confirmed.
 - (b) To conduct and attend to all correspondence of the Party.
 - (c) To call all such meetings of the Party as directed by the President including meetings of the Working Committee, and give due notice of such meetings and of the business to be transacted at such meetings in accordance with the Constitution and Rules, Regulations or By-laws or Standing Orders made under this Constitution.
 - (d) To keep a Register of the Members of the Party.
 - (e) To carry out any other duties imposed upon him/her by the Working Committee.
 - (f) To assist in the formation and management of Branches.
- (16) DUTIES OF THE REGISTERED OFFICER: The Registered Officer shall perform all the functions required of him pursuant to the Decree..
- (17) DUTIES OF TREASURER: The duties of the Treasurer shall be as follows:-
- (a) To receive and have charge of all monies and disburse the same under the direction of the Working Committee.
 - (b) To keep full and accurate accounts and report same at each meeting of the Working Committee.
 - (c) To collect all funds, donations, contributions and subscriptions and deposit same as soon as possible in the name of the Party to the credit of its authorized Bank account.
 - (d) To present a budget each year in the first Working Committee

Meeting to be held after the Annual General Meeting.

- (e) To carry out any other duties imposed upon him/her by the Working Committee.
- (18) THE AUDITOR: The Auditor shall be appointed at the General Meeting of the Party every year and who shall not hold any other office in the Party. The Working Committee may for any good reason in its absolute discretion at any time, appoint another auditor in his/her stead.
- (19) FINANCIAL YEAR: The Financial Year shall be the calendar year.
- (20) NOMINATION FOR OFFICE BEARERS: Nomination for Office Bearers shall be declared open on the issue of notice convening the Annual General Meeting and shall be subject to the following Rules:-
 - (a) Each Branch or five financial members of the Party shall have the right to nominate an Office Bearer.
 - (b) Nomination for Office Bearers must be in the hands of the General Secretary of the Party at least seven days before the date of the Annual General Meeting together with the consent of the person nominated.
 - (c) Every candidate shall be nominated in writing.
 - (d) If there are no nominations, or insufficient nominations in writing for any office, verbal nominations shall be permitted at the Annual General Meeting, provided that such verbal nominations shall be consented to by the candidate either verbally or in writing.
 - (e) If only one candidate is nominated for an office, he/she shall be declared elected.
 - (f) If there are more than one nomination for any office, the election shall be held by secret ballot unless the Chairman with the consent of the Annual General Meeting shall otherwise decide. Scrutineers shall be appointed for this purpose.
- (21) ANNUAL AND SPECIAL GENERAL MEETINGS: The Annual or a Special General Meeting of the Party shall consist of financial members of the Party. The Annual General Meeting shall be held within four months of the closing of the financial year and shall be held at such place, as the Working Committee shall direct. Notwithstanding anything herein contained it shall be lawful for the Working Committee for any special reason to convene the Annual General Meeting at anytime after the 30th April in any year provided that such Annual General Meeting is held not later than 30th June of that year.
- (22) EACH Branch shall be entitled to be represented at the Annual or Special General Meetings of the Party as follows:
 - (a) One delegate per every twenty-five (25) financial members on its roll

at the close of the financial year preceding the Annual or the Special General Meeting, as the case may be.

(b) The Branch President, Secretary and Treasurer.

(23) All financial members of the Party shall be entitled to attend any General Meeting or Special General Meeting and with the permission of the Chairman take part in the discussion thereof PROVIDED HOWEVER the following persons only shall be entitled to vote thereat:-

- (a) All Office Bearers of the Party
- (b) Members of the Working Committee
- (c) Branch Delegates, and Branch President, Secretary and Treasurer.

(24) BRANCH Delegates to any General Meeting or Special General Meeting of the Party shall represent their Branch in person and such Delegates shall be financial members of the Branch concerned.

(25) TWENTY-ONE days notice convening the Annual General Meeting shall be given to all concerned by the General Secretary showing the day and hour of such meeting by circular and if necessary by advertisement in a local newspaper or by broadcast.

(26) THE Annual General Meeting shall in addition to the business laid before it by the Working Committee of the Party transact the following business:-

- (a) Confirmation of the minutes of the last Annual or Special General Meeting.
- (b) Adoption of Annual Report and Financial Report
- (c) Election of Office Bearers.
- (d) Motion (if any) in respect of which proper notice has been duly given.

(27) MOTIONS: Any notice of Motion submitted for consideration of the Annual General Meeting shall be submitted to the General Secretary at least fourteen days before the date of the Annual General Meeting.

(28) SPECIAL GENERAL MEETING: A Special General Meeting shall be called by the General Secretary upon instructions from the President or the Working Committee or upon a requisition setting forth the purpose of such meeting signed by at least three (3) Branches of the Party. The General Secretary shall give at least fourteen (14) days' notice to all concerned to convene such meeting and no other business than that for which the meeting has been called shall be discussed.

(29) QUORUM: Not less than twenty (20) percent of Members entitled to vote shall form a quorum at all Annual or Special General Meetings.

(30) WORKING COMMITTEE: There shall be a Working Committee comprised of the following:-

- (a) Office Bearers of the Party.
- (b) President, Secretary and Treasurer of each constituent Branch.
- (c) Members of Parliament of both Houses.
- (d) Two nominees from each Local Government National Federation Party Group.
- (e) Two nominees of the National Federation Party National Women's Movement.
- (f) Two nominees of the National Federation Party National Youth Movement.
- (g) Two nominees of the party Leader.
- (h) Two nominees of the Party President.

(31) THE DUTIES AND POWERS OF THE WORKING COMMITTEE shall include the following:-

- (a) To make by-laws, rules and regulations for the well-being and proper management of the Party, which are not inconsistent with the Constitution, and to amend, alter or modify such by-laws, rules and regulations as may be deemed fit and proper.
- (b) To have and to enjoy full powers as to all matters pertaining to the funds and property of the Party, in the best interest of the Party.
- (c) To have full administrative powers in all matters relating to the Party.
- (d) To fill any vacancy or vacancies created by the resignation or death or disqualification or expulsion of any Member or Official of the Party.
- (e) To expel any Member of the Party who acts directly or indirectly in any manner prejudicial to the interests of the Party.
- (f) To remove any disqualification imposed upon Members or Officials of the Party.
- (g) To elect Trustees from and amongst the Members of the Party and to hold properties of the Party.
- (h) To rescind by three-fourths of the votes any resolution passed by any antecedent Meeting of the Working Committee.
- (i) To determine the business of the Annual General Meeting or a Special General Meeting.
- (j) To borrow and raise money in such manner as the Working Committee may think fit and proper.
- (k) To appoint from its own Members or otherwise, such sub-committees as it may deem fit and proper from time to time.
- (l) To grant honorarium to the General Secretary and the Treasurer as it may deem fit and proper from time to time.
- (m) To discuss upon a motion of non-confidence in any Branch Office Bearers and to elect or appoint Office Bearers in their place when it is found that such Office Bearers are not working in accordance with the Constitution or Rules of the Party or have willfully or deliberately failed to carry out the duties imposed upon them by the Working Committee of the Party or have acted in any manner detrimental to the welfare of the Party.
- (n) To constitute a Branch, and to define the area for the purpose of

constituting a Branch in any part of Fiji.

- (o) To prescribe a form of application for membership and for nomination of Office Bearers with the power to amend or alter same or the forms annexed to this Constitution from time to time.
 - (p) To make Standing Order or Orders for the purpose of better government of the Party and alter, add or amend the same.
 - (q) To decide upon any dispute arising out of the interpretation of this Constitution or Rules or By-laws made hereunder.
 - (r) To impose levy on Members and to waive levies, and fees payable by Members as it deems fit from time to time.
 - (s) To supervise the activities of the Party and its Branches.
 - (t) To receive reports from the Party's elected Members on Fiji's Legislature or local government or on other statutory or non-statutory organizations.
 - (u) To scrutinize all nominations and select candidates to contest any elections in Fiji and where necessary set up a special SELECTION COMMITTEE and delegate to it, its powers conferred by this clause.
 - (v) To arrive at a decision quickly whenever it deems necessary or desirable by adopting the Flying Minute procedure provided the majority of its Members consent to act in this way.
 - (w) To co-opt Members in respect of any meeting or meetings.
 - (x) To make any standing orders to conduct all meetings convened by the Party or its Branches.
 - (y) To set up Special Committees to advise on such matters as may be deemed necessary.
- (32) QUORUM: Not less than fifty (50) percent of the Members entitled to vote shall constitute a quorum of the Working Committee.
- (33) THE Meetings of the Working Committee shall be held at such place and time, as the President shall decide after consultation with the General Secretary.
- (34) MANAGEMENT BOARD: There shall be a Management Board comprising of:-
- (a) The elected Office Bearers of the Party.
 - (b) Five (5) Members co-opted by the Management Board.
- (35) DUTIES OF THE MANAGEMENT BOARD: The Management Board shall:-
- (a) Direct the affairs of the Party in between Working Committee meetings.
 - (b) Give directives to the Secretariat of the Party.
 - (c) Have powers to appoint sub-committees as it considers necessary to accomplish desired tasks.
- (36) TRUSTEES: The Working Committee shall if necessary appoint two or more Trustees to hold property belonging to the Party in trust for its Members and the Trustees so appointed shall enjoy their office until such time as they are removed or replaced by the Working Committee or until their resignation, bankruptcy or death.

- (37) ALLEGIANCE: Every Member of the Party shall be expected and shall be under absolute duty to be faithful to the Party and give his or her normal and financial support to the policies enunciated by the Party from time to time in furtherance of the Objects of the Party.
- (38) ANY Member or Office Bearer when expelled by the Party shall ipso facto lose all his/her rights and privileges as a Member and shall have no claim against the Party or its property, funds, or against its Office Bearers or Members in any manner whatsoever.
- (39) INDEMNITY: Each and every Office Bearer and Trustee of the Party (including Branch Office Bearers) shall be indemnified out of the funds of the Party against all liability incurred by them in prosecuting or defending whether civil or criminal in which the Party is a party.
- (40) BANKING OF MONIES: All monies collected or received by the Party shall be banked by the Treasurer of the Party in a Bank nominated by the Working Committee and such account shall be operated by such Office Bearers as shall be determined by the Working Committee from time to time.
- (41) THE funds of the Party shall be used for all such purposes permitted and deemed necessary and expedient under this Constitution and shall not be distributed among the members for use in any unrelated purpose.
- (42) DISCIPLINE: The Working Committee may on the recommendation of the Management Board or upon its own motion conduct disciplinary inquiry and impose disciplinary action on any Member or Officer of the Party. The Working Committee may delegate any or all responsibility in any such action to a sub-committee appointed by it.

In any such action the Member or Officer against whom allegations are made shall be informed of such allegation in writing and shall have the opportunity to appear and answer in person. The principles of natural justice shall be observed in all such proceedings.

The Working Committee may take such action as it deems appropriate including suspension, expulsion or fine.

The decision of the Working Committee shall be final and binding on all concerned.

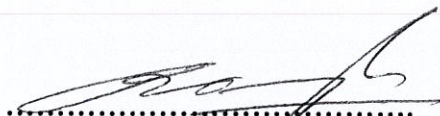
- (43) A Member of the Party or a member of the public may inspect the list of members or the books of the Party required to be kept at the Party's Head Office or any branch office by the Decree upon a request made at least seven days in advance on payment of the prescribed fee.
- (44) THE following documents shall be signed on behalf of the Party by the authorized officers as follows:
- (a) documents presented to the Registrar, including membership register,

- mergers, and other reports, by the General Secretary or the Registered Officer;
- (b) the accounts and bank accounts of the Party, by the Treasurer and such other officers authorized by this Constitution;
 - © the audited accounts and financial statements of the Party by the Auditor, the Treasurer and/or such other officers as authorized by this Constitution;
 - (d) any other report or document required under this Decree or any other written law, by the General Secretary or the Registered Officer;
 - (e) the nomination certificates for any nomination or election of a member of the Party, by the General Secretary or the Registered Officer or as otherwise provided by this Constitution.
- (45) The Policy of the Party will be announced in the Party Manifesto as adopted by the Working Committee from time to time and which will form the basis of the programs of the Party in government.
- (46) SUCH policies as in 45 above will be kept under review by the Working Committee, will form the basis of scrutiny of the government's performance and will form the basis of the Party's policies.
- (47) The Party Treasurer shall be responsible for the custody and management of the Party's assets, investments and property. He shall present policies and procedures for approval as directed by the Working Committee.
- (48) The Working Committee or the Selection Committee delegated by it shall prior to every election adopt rules and regulations with respect to elections, the selection of candidates and the preparation of party lists.
- (49) THE Annual or a Special General Meeting shall be the only authority for the amendment of the name, constitution and rules of the Party.
- (50) The Party shall not merge with another party unless a motion for such merger including the procedure and guidelines for the merger is supported by a majority vote of the voting members at an Annual or Special General Meeting.
- (51) The Party may be voluntarily dissolved by a resolution of at least two thirds of the voting members at a General Meeting called for the purpose. The manner of and procedures to be followed for the dissolution of the Party and the disposal of any residual property and other assets shall also be decided by such meeting.
- (52) Internal disputes arising within the party between members shall in the first instance be referred to the Branch Working Committee for settlement. If unresolved they may be referred to the Management Board whose decision shall be final. The management Board shall prescribe the procedures to be applied in each case.
- (53) Any and all other policies, documentation, rules, procedures and

amendments and decisions whatsoever as are required for compliance with the Decree shall be adopted at the first Annual General Meeting after the adoption of this Constitution.

- (54) WAIVER OF IRREGULARITY TO HOLD MEETINGS: No meeting of the Party and no meeting of the Working Committee shall be deemed to be irregular or invalid or unconstitutional on the ground that formalities relating to the notice convening such meeting or relating to the time and place of such meeting have not been COMPLIED with PROVIDED HOWEVER that the majority of the Members present thereat agree to waive such irregularity and assent to hold such meeting. At any such meeting, provided there is a quorum, two-thirds of the Members present may entertain any motion or resolution notwithstanding the fact that such motion or resolution has not been submitted or lodged within the time prescribed by this Constitution.
- (55) AMENDMENT TO CONSTITUTION: No amendments, additions or alterations in the Constitution shall be valid unless:-
- (a) Necessary notice of motion is submitted to the General Secretary for consideration by the Annual General Meeting or Special General Meeting; and
 - (b) The proposed amendment is passed by at least two-thirds of the Members present.
- (56) **THIS Constitution and the Branch Rules appended hereto were adopted on the 10th day of February 2013 at the Special General Meeting of the Party held at Korovuto College, Nadi and contain all the amendments made up to that date.**

CERTIFIED CORRECT


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PRESIDENT

**RULES FOR THE ESTABLISHMENT AND MANAGEMENT OF BRANCHES OF
THE NATIONAL FEDERATION PARTY**

- (1) *EACH Branch shall be established with the approval of the Working Committee in each constituent district as it thinks fit in accordance with the Constitution.*
- (2) *The inaugural meeting of the Branch shall be convened by the General Secretary or the Assistant General Secretary of the Party and he/she shall conduct such meeting to elect Office Bearers and Working Committee for the Branch.*
- (3) *EACH Branch shall consist of the Members of the Party residing in the area of the Branch.*
- (4) *THE Office Bearers of the Branch shall consist of :-*
 - (a) *President*
 - (b) *Two Vice Presidents*
 - (c) *Secretary*
 - (d) *Assistant Secretary*
 - (e) *Treasurer*
 - (f) *All elected NFP City or Town Councillors*
- (5) *THE Branch Working Committee shall consist of:-*
 - (a) *Office Bearers mentioned in the preceding paragraph.*
 - (b) *Two delegates from each Village or Sector elected by the Inaugural General Meeting or by the Annual General Meeting of the Branch.*
- (6) *THE Annual General Meeting of the Branch shall be held at such time, date and place in each year as the Working Committee in its discretion thinks fit.*
- (7) *THE Office Bearers of the Branch and its Working Committee Members shall be elected at its Annual general Meeting by financial Members residing in the Branch area. Such Office Bearers and Working Committee Members shall hold office until they are replaced as Office Bearers and Working Committee Members or until they have ceased to be such Office Bearers or Working Committee Members by reason of death, resignation, disqualification or expulsion. The Working Committee shall have power to appoint Members of the Party to fill such vacancies.*
- (8) *THE President shall preside at all such meetings of the Branch and shall ensure that other Office Bearers carry out their duties to the best of their ability and at all times endeavour to work in the furtherance of the Objects of the Constitution.*

- (9) NOMINATION: Nomination for Office Bearers shall be declared open on the reading of the notice convening the General Meeting of the Branch for such purpose.
- (10) IN the event of there being more than the required number for any office the election shall be held by a show of hands unless the Chairman considers that ballot is necessary in which case scrutineers shall be appointed.
- (11) ALL General Meetings of the Branch shall consist of financial Members of the Party residing in the Branch area.
- (12) ONLY financial Members shall be entitled to vote at all Annual General Meetings provided however non-financial Members shall be entitled to attend such Meeting and take part in the deliberation, but shall not take part in voting.
- (13) It shall be the duty of the Branch to appoint Delegates to the General Meeting of the Party.
- (14) SEVEN days' notice convening the General Meeting shall be given to all Office Bearers and Branch Members of the party showing the day and hour of such meeting by circular and if necessary by advertisement in a local newspaper.
- (15) THE Annual General Meeting shall, in addition to the business laid before it by the Branch Working Committee, transact the following business:-
- (a) Confirmation of the Minutes of the last Annual or Special General Meeting
 - (b) Adoption of Annual Report
 - (c) Adoption of Financial Report
 - (d) Motions (if any)
 - (e) Election of office Bearers and Branch Working Committee Members.
- (16) ANY office Bearer or a Branch Member who wishes to move a motion at the Annual General Meeting shall give notice thereof to the Secretary of the Branch not less than ten (10) days before the Meeting. The motion shall be placed on the agenda paper on his/her name.
- (17) TWENTY or more financial Members shall form aquorum at all General Meetings of the Branch.
- (18) AT all meetings of the Branch:-
- (a) In the absence of the President, a Vice President and in the absence of

both the President and the Vice Presidents, any person elected by the Meeting shall preside.

(b) The Branch Secretary shall call a Special General Meeting of the Branch upon instruction from the Branch Working Committee or upon the requisition of at least twenty (20) Members of the Branch, in default of which either the President or the requisitionists, as the case may be, shall be entitled to call such Special General Meeting at which only the subject or subjects for which such meeting is convened shall be discussed and passed. Branch Rules 11, 12, 14, 17, 18(a) and 19 apply to the calling of such a Meeting.

- (19) THE Chairman shall have a deliberative as well as a casting vote in the case of equality of voting.*
- (20) SEVEN or more financial Members shall form a quorum at Branch Working Committee Meetings.*
- (21) THE Branch Working Committee may co-opt any person to serve on the Branch as it may deem expedient and necessary. It shall be at liberty to appoint Sector or Village Secretary or Secretaries or Sector or Village Sub-committees to facilitate the work carried on by the Party.*
- (22) All monies collected by the Branch either by way of levy or donation or otherwise shall be paid into a Bank account nominated by the Working Committee. The Branch Working Committee shall be responsible to operate such Bank Account through such Branch Office Bearers, as it may think fit. The property in money and other account shall vest in the Branch Working Committee.*
- (23) THE Branch shall keep a Register of its financial Members and shall submit a copy of same to the General Secretary.*
- (24) EACH Branch Working Committee shall be under duty to appoint an Auditor and shall submit to the General Secretary of the Party the following reports before the Party's Annual Convention:-*
 - (a) Financial Report for the preceding year.*
 - (b) Annual Report showing its activities and an account of the total membership as at the end of the preceding year.*
- (25) When it is found that a Branch Working Committee is not working in accordance with the Constitution or Rules or has willfully or deliberately failed to carry out duties imposed upon it by the Working Committee of the Party or has acted in any manner detrimental to the welfare of the Members*

of the Party or its policy, it shall be lawful for the Working Committee to dismiss such Branch Working Committee upon a motion of no-confidence duly passed by the Party's Working Committee. Upon passing of such motion the Branch Working Committee shall be deemed ipso facto dismissed and shall hand over all books of account and papers to such other Committee or persons appointed by the Party's Working Committee in its place.

- (26) *All communications of the Branch shall be conducted in the name of the Party thus:-*

"NATIONAL FEDERATION PARTY BRANCH"

- (27) *OFFICIALS and Members of the Working Committee of the Party residing within the Branch area shall be ex-officio Members of the Branch Working Committee.*

- (28) *A Branch Official upon becoming an Official of the Party shall forthwith resign his office in the Branch. This rule shall equally apply to an Official of the Party who becomes an Official of the Branch.*

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