

**ALL PEOPLES PARTY**

**CONSTITUTION**

**The Republic of Fiji**

## Table of Contents

1. PREAMBLE .....	P 4
2. Article 1 : NAME .....	P 4
3. Article 2 : SYMBOL OF THE PARTY .....	P 4-5
2.1 Common Seal	
4. Article 3 : OBJECTIVES .....	P 5-6
3.1 Human Rights, Freedoms and Values	
3.2 Democratic Principles	
5. Article 4 : VISION,MISSION, PRINCIPLES & VALUES . .....	P 6-7
4.1 Vision	
4.2 Mission	
4.3 Principles	
4.4 Values	
6. Article 5 : THE SECRETARIATE OF THE PARTY.....	P 7-8
7. Article 6 : MEMBERSHIP .....	P 8-11
6.1 Membership Of the Party	
6.2 Eligibility	
6.3 Rights & Obligation Of Members	
6.4 Withdrawal Of Membership	
6.5 Loss Of Membership	
8. Article 7 : BRANCHES .....	P 11-15
7.1 Branch Formation	
7.2 Branch Committee	
7.3 Membership of the Branch	
7.4 Public Representative in Branch	
7.5 Branch Meetings	
9. Article 8: FINANCIAL STRUCTURE & SYSTEM .....	P 15-20
8.1 Financial Management	
8.2 Finance Committee	
8.3 Budget	
8.4 Audit	
8.5 Bank Account	
8.6Expenditure and Revenue Management	

- 8.7 Financial Reporting
- 8.8 Authorised Signatories
- 8.9 Asset Management
- 8.10 Public Release of Documents

10. Article 9: ORGANISATIONAL STRUCTURE.....	P 20
11. Article 10: DISCIPLINE OF MEMBERS.....	P 21-25
10.1 Offences	
10.2 Disciplinary Procedure	
10.3 Disciplinary Measurers	
10.4 Branch Disciplinary Committee	
10.5 Appeal	
10.6 Powers of the Party	
10.7 Decision of the Party	
12. Article 11: NOMINATION OF CANDIDATE FOR ELECTION.....	P 25-28
11.1 National Congress	
11.2 Executive Committee	
11.3 Leader of the All Peoples Party	
11.4 Rules Regarding Summoning and Holding of Meetings	
13. Article 12: AMENDMENT, MERGER AND DISSOLUTION.....	P 28-30
12.1 Constitution Amendment	
12.2 Annual General Meeting	

## **PREAMBLE**

This Constitution exists to establish, preserve and secure the principles of our identity and to govern the All Peoples Party in an orderly manner. This Constitution preserves the liberties and responsibilities of each individual party member and the freedom of action of this organisation with respect to its relations to the State Constitution. All Peoples Party recognizes that religious freedom, or freedom of conscience, is critical to the advancement of Fiji as a diverse society. It allows religious faiths and beliefs to flourish and protects the rights of all Fijian citizens including the most vulnerable.

## **ARTICLE 1: NAME**

- (a) The name of the movement shall be “The “All Peoples Party”. The acronym of the Party shall be (APP), hereinafter referred to as The Party.

## **ARTICLE 2: SYMBOL OF THE PARTY**

- a) The Logo and Symbol of the All Peoples Party and that party colors shall be gold and purple as assigned by the Executive Committee in alignment with the Fiji Electoral Commission requirements.
- b) The Logo and Symbol.



## **2.1 Common Seal**

- (i) The All Peoples Party shall adopt a Common Seal which shall be in the custody of the General Secretary or such other person as the Executive Committee shall appoint;
- (ii) The General Secretary is authorized to affix the Common Seal to all documents as shall be required from time to time.
- (iii) The General Secretary shall maintain a Common Seal register where a proper record of all duly executed agreements using the Common Seal is recorded.

## **ARTICLE 3: OBJECTIVES**

The All Peoples Party is a national movement devoted to the service of Fiji and to the advancement of all Fijians including the most vulnerable. To that end; All Peoples Party Objectives shall be to;

- (a) Promote within Fiji;

### **3.1 Human Rights, Freedom and Values;**

- (a) Dedicated to political liberty and the freedom, welfare and dignity of its citizens and residents, which gives due recognition to the religious heritage that has led to a cohesive and compassionate society as a basis for the advancement of those objectives into the future;
- (b) To contest Presidential, Parliamentary, Provincial Council elections and elections to local authorities under the All Peoples Party and to collectively work politically for the victory and success of all candidates put forward by the Party and the victory and success of positions taken by the Party in respect of any referendum;
- (c) Uphold and honor the principles of democracy and fundamental human rights of all Fiji citizens;
- (d) Ensure the continued development of the Party as an independently organized conservative political force, with the fundamental aim of winning office in Parliament in order to implement the objectives and policies of the Party for the benefit of Fiji as a Nation;

- (e) Aggressively promote economic, social, cultural, religious and linguistic rights of all Fijians;
- (f) Protect and promote democratic rights and conventions;
- (g) Secure the election to Parliament of candidates endorsed in accordance with this Constitution;
- (h) Foster and protect national independence, safeguard the religious belief, unity, sovereignty, and territorial integrity of all Fiji citizens;
- (i) Collectively work for the fulfillment of sustainable development, being development that meets the needs of the present without compromising the ability of the future generations to meet their own needs;

### **3.2 Democratic Principles;**

- (a) A society based on ethics and loyalty to the State;
- (b) The defense and security of Fiji and support for its alliance;
- (c) The maintenance of democracy, liberty, incentive, individual enterprise and the pursuit of excellence;
- (d) The improvement of the well-being of all people of Fiji;
- (e) The greatest possible development of primary, secondary and tertiary industries by private enterprise;
- (f) The maintenance of a democratic system of Government;
- (g) A restriction on the levels of taxation to the minimum required to achieve efficient administration with the least possible intrusion into the lives of individuals, industry and commerce;

## **ARTICLE 4: VISION, MISSION, PRINCIPLES & VALUES**

**The core values of The All Peoples Party is to transform Fiji to a fair and just society and to spread benefits across to all Fijian citizens. The All Peoples Party core values are unfailing, hence to reaffirm its mission to successfully transform and govern Fiji into a liberal society.**

### **4.1 Vision**

- a) The All Peoples Party collective vision shall exist to aspire and/or defend the freedom of religion which shall be the fundamental human rights that protects the conscience of all Fijian citizens and leadership. Henceforth, allows the government and citizens to contemplate, express, act and deliver upon what we have faith in;
- b) The All Peoples Party vision exists to build a liberal society in which all citizens shall possess liberty, prosperity, and security and none shall be enslaved by poverty, ignorance or conformity;
- c) The All Peoples Party shall guarantee religious and social stability, racial harmony, peace and prosperity while protecting traditional rights with a national theme of resources and intellectual property rights and sharing model of social governance;

### **4.2 Mission**

The All Peoples Party mission shall be to institute a broader structure for effective governance in Fiji destined to grow and change Fiji into a modern but liberal society. The All Peoples Party stands to reform the basic structure of government and some of its important processes while expressing our commitment to certain core values like religious freedom, democracy and equality.

### **4.3 Principles**

The All Peoples Party exists to uphold orderly character which shall be reflective of virtues and values, therefore; humility, faith, charity, courage, self-government, virtue, wisdom, checks and balances, rule of law and representative leadership.

#### **4.4 Values**

This Constitution exists to protect the rights of all citizens in Fiji and to uphold the democratic values of religious freedom, human dignity and equality.

#### **ARTICLE 5: THE SECRETARIATE OF THE PARTY**

- a) The Party shall have a registered Secretariat or Office;
- b) The Secretariat of the Party shall be located in Field 4, Lovu Industrial Area, Lautoka, Western region of Viti Levu or as such other places as shall be decided by the All Peoples Party Executive Committee;
- c) The records of registration of members shall be administered and kept by the Secretariat of the party.

#### **ARTICLE 6: MEMBERSHIP**

##### **6.1 Membership of the Party**

- (a) Political Parties and organizations that subscribe to the Constitution of the All Peoples Party and are admitted to All Peoples Party by the Executive Committee shall be referred to as “constituent parties” in this Constitution.
- (b) A constituent party may be expelled from the All Peoples Party by a decision of the Executive Committee.
- (c) There shall be two categories of individual members;
  - (i) Member of constituent parties who shall become members of All Peoples Party by virtue of their membership of constituent parties and referred in this Constitution as “constituent party members” and
  - (ii) Person who are not affiliated to any other political parties may be admitted by the Executive Committee as individual members of the Party and referred to in this Constitution as “admitted members”.
- (d) Where a party ceases to be a constituent of All Peoples Party, individual members of such constituent party shall cease to be individual members of the party.



- (e) A constituent party of the party shall not admit as a member of such party, a person who has ceased to be a member of another constituent party except with the written consent of the General Secretary of such other party.

## **6.2 Eligibility**

- (a) The membership of All Peoples Party is open to every citizens of Fiji, irrespective of place of origin, circumstances of birth, sex, religion/denomination or ethnic grouping subject to the following criteria;
  - (i) Every person wishing to become a member of The All Peoples Party must be 18 years old and above;
  - (ii) Be a citizen of Fiji;
  - (iii) Subscribe to the Values and Principles of the Party;
  - (iv) Agree to abide by the Constitution of the Party;
  - (v) Apply to become a member of the Party, by signing the prescribed membership application form, or by making application electronically online or in other ways approved by the Executive Committee;
  - (vi) Comply with any condition set by the Executive Committee from time to time; and
  - (vii) Personally pay the annual membership subscription fees applicable to the period of membership applied for.
  - (viii) A person shall not belong to another political party at the time of seeking Membership;
  - (ix) Shall register at the place where he/she ordinarily resides or his/her place of origin
  - (x) A person's membership takes effect when he/she complies with the requirements for membership as set out in Article 6 (a) (i) (ii), and pays the membership fee in accordance with regulations approved by the Executive Committee from time to time;
  - (xi) A person may register as a member at any time during the calendar year;

## **6.3 Rights and Obligation of Members**

- (a) A member of the Party shall be entitled to vote at the Annual General Meeting and all other meetings necessitated by the Party, unless his/her membership is formally terminated or suspended;

- (b) Members who join the Party shall be eligible to vote at all meetings twenty-eight (28) days after the date of registrations, unless the Executive Committee determines an appropriate cut-off date for voting by members at inaugural or Annual General Meeting;
- (c) Eligible member(s) of the All Peoples Party shall be entitled to vote and be voted for at the Party Annual General Meeting only and if such a person is not barred by this Constitution. Such a person shall be treated as a current financial member of the Party;
- (d) All member(s) of the Party must abide by the provisions of this Constitution and the Manifesto of the Party;
- (e) Any financial member of the Party is entitled to participate actively in the activities of the Party such as:
  - (i) Eligible to contest for Parliamentary seat under the All Peoples Party banner;
  - (ii) Standing for and being elected into Party offices;
  - (iii) Make positive and useful contribution to the advancement and progress of the party;
  - (iv) Voting and being voted for;
  - (v) Canvassing for votes in support of the Party candidates;
  - (vi) To enhance the power, prestige, beliefs and image of the party and to carry out search activities that are lawful within the ambit of this constitution;
  - (vii) Shall not engage in any activities that may be capable of bringing the Party to disrepute;
- (f) Membership details to be contained in the register including identification details;

#### **6.4 Withdrawal of Members**

- (a) A member may at any time withdraw from All Peoples Party in writing to the General Secretary of the All Peoples Party;
- (b) Such withdrawal shall in any way affect elected candidates of the All Peoples Party in the Parliament, Provincial Council or any other authority for that matter;
- (c) All Peoples Party have the power to change and/or dismiss any other members of the Party if found guilty of misdemeanor and/or violation of the All Peoples Party Constitution;

- (d) A Member who nominated without the prior approval of the Executive Committee as a candidate in any General Election against a candidate selected by the All Peoples Party shall cease to be a Member upon submission of the nomination papers;
- (e) Any Member who the Executive Committee determines has actively assisted a candidate standing against an endorsed candidate of the Party shall cease to be a member. In such case the member may appeal such determination to the Disputes Committee within twenty-eight (28) days of notification of such determination;

## **6.5 Loss of Membership**

- (a) All Peoples Party have the power under this constitution to change and/or dismiss any other members of the Party if found guilty of misdemeanor and/or violations of the All Peoples Party Constitution;
- (b) Any duly registered member is presumed to have lost his/her membership only if:
  - (i) His /Her membership fails to renew
  - (ii) Declared by the Disciplinary Committee of the Party;
  - (iii) Fails to pay the annual subscription fees within the period of sixty (60) clear days after due date.
  - (iv) The membership of such members whose fee is in arrears in excess of 60 days shall lapse, therefore he/she shall vacate any office held by such person;
  - (v) Reference to (i) (ii) and (iii) above, the person shall cease to enjoy the rights and privileges of members as enshrined under Article 6 of the Constitution. Albeit without prejudice to the above the person shall resume membership on the payment of all outstanding arrears OR in case of (ii), if so declared the Executive Committee of the Party;

## **ARTICLE 7: BRANCHES**

The basic organisational elements of the All Peoples Party are the Branch. The All Peoples Party National Movement shall establish and maintain its Party Satellite Branch or Branches across all provinces and regions of Fiji Islands and abroad on the condition that these Satellite Branches shall adopt and/or are bound by the Terms and Conditions of this Constitution.

## **7.1 Branch Formation**

The formation of the Branch is subject to approval from the Chairperson of the All Peoples Party Executive Committee, upon which;

- (a) The satellite branch shall be formed abroad or at a village, urban or rural settlement, suburb, locality or any other geographical grouping subject to approval by the All Peoples Party Executive Committee;
- (b) The branch must have a minimum of Ten (10) All Peoples Party financial members within the locality and/or electorate in order to be eligible to form such Satellite Branch;
- (c) The Branch Committee shall include Religious Representatives, Youth Representatives and Women Network Representatives;
- (d) The Branch shall be administered by an elected Branch Committee and shall be headed by a Chairperson, Vice Chairperson, Secretary, Treasurer and four (4) other committee members; and shall be accountable to the Party Executive Committee and shall be serve as;
  - (i) The vehicle for the articulation of the interest of party candidates and voters in their area of jurisdictions;
  - (ii) The satellite Branch shall manage and direct the affairs of the Party within their areas of jurisdictions including finance and bookkeeping;
  - (iii) To communicate the principles and policy of the Party to the public;
  - (iv) To support the party programs of Actions;
  - (v) To participate in the process of democratic selection of candidates for the Party;

## **7.2 Branch Committee**

- (a) The Branch members who shall be financial members of All People Party national movement shall elect a Branch Committee at its Annual General Meeting or any other means approved by the Party Executive Committee. The Branch shall submit the names of all the nominees to the Party Executive Committee for ratification purposes;
- (b) The Branch shall meet as and when required to assist in the operations of the Party and the quorum shall not be less than five (5) financial members of the Branch;
- (c) The Chairperson of the Branch shall be accountable for the affairs of the Branch and shall be answerable to the Executive Committee.

- (d) The Chairperson shall submit accounts of the Branch on a quarterly basis or as and when required by the Executive Committee;
- (e) The Branch Treasurer shall report to the Executive Treasurer and the Branch shall abide by the financial instructions issued by the Executive Treasurer and any other requirements as set out in the Constitution;
- (f) The Branch financial year shall coincide with the Party financial year as prescribed in Article 8.3 (a);
- (g) The Branch shall maintain a register of all the members subscriptions and/or donations and donations paid directly to them and shall allow the Treasurer of the Executive Committee or auditor of the Party to inspect these records upon request;
- (h) The Branch shall not levy any separate fee or subscription fees upon its members unless approved at the All Peoples Party Annual General Meeting, and shall not incur any liability in the form of borrowing, overdraft, supplier's credit or other forms on behalf of the Party;
- (i) The Branch shall not own assets. Therefore, any assets so procured shall all be vested in the Party;
- (j) The Branch shall not enter into any agreement or contract on behalf of the Party except if approved by the Party Executive Committee;
- (k) The Party auditor shall audit the accounts of the Branch before the branch Annual General Meeting or Special General Meeting and conduct any special audits when the need arises.

### **7.3 Membership of Branch**

- (a) Members of the Party belong to the Branch or Branches will diligently exercise their voting rights as members of the Branch, or through representatives elected by the Branch;
- (b) Members belong to the Branch established for the electorate or voting district in which they live: provided that: –
  - (i) A member is a member of a Branch and ceases to live within that Branch area by virtue of demarcation. He/ She may remain a member of the Branch to which he/she was a member prior to registration, until the next Annual General Meeting of the Branch;

- (ii) Where there is no Branch been established in which a member lives, the Executive Committee must, after consulting with the member(s), allocate him/her to the nearest possible Branch;
- (iii) Where a Branch in which a member lives has ceased to exist because it has fewer than ten (10) financial members as certified by the membership audit, the Executive Committee, in consultation with him/her, allocate him or her to the nearest established Branch for him/her to be included as a member;
- (iv) Any other member may apply through the Executive Committee if he/she wishes to join a Branch other than the Branch within the area in which he/she lives and shall be announced at the next Branch Annual General Meeting. However, the Executive Committee shall have the power to approve or reject the application on reasonable grounds or as it sees fit;
- (v) A member of the Party can be a member and be a delegate of or office bearer of only one Branch;

#### **7.4 Public Representative in Branch**

- (a) A Public Representative may join any Branch within the locality for which he/she is residing permanently within that area. If he/she exercises this choice, he/she must take responsibility to inform the Electoral Commission accordingly as well as the Party Executive Committee for recording purposes;
- (b) Public Representatives may attend and speak at all Branches in the area of jurisdictions which they represent or which has been allocated to them, but they are entitled to vote only in the Branch of which they are registered as a voter;
- (c) Public Representatives shall automatically become members of the Branch Executive of the Branch, of which they are a member;

#### **7.5 Branch Meetings**

- (a) Any Branch Executive or where there is one as the case may be, fail to carry out its prescribed mandate in terms of the Constitution, to convene a meeting for the purpose of electing a new

Branch Executive within thirty (30) days, the Executive Committee may willfully intervene for purposes of convening such a meeting;

(b) When the Branch hold an Annual General Meeting, a notice indicating the date, time and venue of the meeting and the nature of the business to be transacted must be served equally to members of the Branch, at least fourteen (14) days before such a meeting is held;

(c) The quorum for a Branch Annual General Meeting will in all cases be fifteen (15) financial members;

(d) The Chairman of the Branch Executive shall chair the Annual General Meeting of the Branch. In the absence of the Chairman, the Vice Chairman shall chair the Annual General Meeting, otherwise a person designated by the Branch Executive may do so as the case may be;

(e) In the case of internal conflict, the Secretary of the Branch Executive must call a Special General Meeting within fourteen (14) days if one-fifth of the members of the Branch so request in writing;

## **ARTICLE 8 : FINANCIAL STRUCTURE AND SYSTEM**

### **8.1 Financial Management**

(a) The All Peoples Party shall maintain a financial management system and practices which shall promote integrity, accountability, transparency, and far-sightedness in allocation use and recording of all its resources;

(b) The All Peoples Party financial system must comply with generally accepted accounting standards;

(c) The Executive Committee shall approve the financial system and policies of the Party.

(d) The General Treasurer shall be responsible to the Executive Committee for compliance of these systems and policies and related procedures;

(e) The Executive Committee shall provide oversight and ensure that proper bookkeeping of account is maintained to facilitate reliable and accurate monthly financial reporting;

- (f) The Executive Committee shall ensure that any list of the Party is available. Members of the Party or a member of the Public shall have the right to inspect bookkeeping records of the Party;
- (g) Proper procedure for undertaking inspection is granted by the Executive Committee and this includes persons who are inspecting; such persons shall state specific area to inspect as well as the contents been inspected.
- (h) The Executive Committee shall strictly monitor the information extracted and any breach of agreement on extraction of such information shall be referred to the Disciplinary Committee under the provision of Article 10.

## **8.2 Finance Committee**

The Finance Committee shall;

- (a) Review the financial affairs of the Party to ensure that they are conducted in a prudent and responsible manner;
- (b) Prescribe financial procedures to be followed by all formations of the Party;
- (c) Determine and amend as and when required, the finance, fundraising and procurement policy (“the Finance Policy”), upon approval by the Executive Committee, as adhered to by all formations of the Party, volunteers and office bearers of the Party;
- (d) Ensure that all National and Provincial and/or Regional Branches conduct annual audits and table audited statements within six (6) months of the financial year ending;
- (e) Ensure that all National and Provincial and/or Regional Branches of the Party within Fiji and abroad, that are authorised by the Party (“Finance Policy”) to deal with finances and contributions/donations from donors and financiers, and subscription fees from Party members, where such is required, conduct annual audits and table audited statements within six (6) months of the financial year ending;
- (f) Review audited statements of all formations of the Party and report to the Executive Committee on any matters of concern that may arise from the audited statements;
- (g) Review the annual and medium term revenue and expenditure budget of the Party and submit to the Executive Committee for approval and authorisation;



- (h) Strictly review on a quarterly basis the revenue and expenditure statements of the Party at a National level and reports to the Executive Committee on matters of concern arising from such reviews;
- (i) Resolve disputes of a financial nature which may arise between different branches and/or formations of the Party;
- (j) Closely deal with matters relating to the financial affairs of the Party as a principle of guiding the Executive Committee;
- (k) Meet at least once in a quarter in a calendar year or and when it is determined by the Chairperson of the Executive Committee;
- (l) The Chairperson of the Finance Committee shall prepare and submit reports to the Executive meeting and to the Annual General Meeting;
- (m) The Chairperson of the Finance Committee is responsible to interpret the provisions of the Party Financial Policy or System upon request by the Executive Committee from time to time;
- (n) In an extraordinary circumstance, such interpretations may be referred to the Fiji Legal Commission for a ruling on the validity of such interpretations;
- (o) Have free access to all Party financial records and bookkeeping held in any and all established branches of the Party;
- (p) Be supplied with any reasonable report on the finances of the Party whether on an ad hoc or regular basis;
- (q) The Chairperson of the Finance Committee shall, in addition to his/her other functions be responsible to draft the annual budgets including election budgets;
- (r) Produce financial reports as may be required by;
  - (i) The Party President;
  - (ii) The General Secretary;
  - (iii) Chairperson of the Executive Committee;
  - (iv) The Vice Chairperson of the Executive Committee;
  - (v) The Treasurer of the Executive Committee;
  - (vi) The Chairperson of the Branch;
  - (vii) The Management Committee if there is any one in existence;
  - (viii) The Chairlady of the women network;

- (ix) The President of the Youth Alliance;

### **8.3 Budget**

- (a) The financial year of the All Peoples Party shall be from the **(1st July to 30<sup>th</sup> June)**;
- (b) The General Treasurer shall prepare a budget for each financial year and submit to the Executive Committee for approval at least two (2) months prior to the commencement of the financial year or two (2) months before the next Annual General Meeting;

### **8.4 Audit**

- (a) The financial accounts of the Party shall be audited by an external Auditor who holds a Certificate of Public Practice with the Fiji Institute of Accountants;
- (b) The General Treasurer shall submit the financial accounts for auditing no later than one (1) month after the end of the financial year;

### **8.5 Bank Accounts**

- (a) The Party shall open a bank account as required by a resolution of the Executive Committee with four (4) Signatories as follows;
  - (i) Party Leader
  - (ii) General Secretary
  - (iii) General Treasurer
  - (iv) Party President;
- (b) The account shall operate by dual signatory where it shall be mandatory for any two (2) signatures plus the Party President to be provided for every disbursement by cheque;

### **8.6 Expenditure and Revenue Management**

- (a) The General Treasurer shall from time to time develop proper rules for procurement of goods and services and the authorisation of the same. The rules shall ensure that expenses are budgeted for and related allocations are available, procurement rules shall be followed and expenditures shall be properly approved by the Executive Committee;
- (b) All expenditures must be authorised by the All Peoples Party Executive Committee;

- (c) All cheque or telegraphic transfer payments must be signed by three (3) of the cheque signatories as approved in accordance with clause (b) Bank Account;
- (d) In the interest of good governance, one of the signatories shall be the Party President;
- (e) Direct bank withdrawals over the counter shall not be allowed and shall be reported to the Executive Committee, if and when practiced;
- (f) All revenues of the All Peoples Party shall be receipted and deposited to the Party designated bank account as soon as they are received;
- (g) The General Secretary of the All Peoples Party is responsible to acknowledge all financial contributions and a contribution register will be maintained by the Party according to the relevant laws;
- (h) The Constitution prohibits the distribution of revenue to the members of the Party;

### **8.7 Financial Reporting**

- (a) The General Treasurer shall maintain all financial records which shall be made available for inspection on request from time to time, as and when necessary;
- (b) The General Treasurer shall ensure that all donations towards the course of the Party are recorded on a Donation Register accordingly;
- (c) The General Treasurer shall ensure that the monthly financial reports are received by the Executive Committee at its monthly meetings;
- (d) The General Treasurer shall produce Annual Financial accounts which shall be approved by the Executive Committee and submitted to the external Auditor for auditing.
- (e) The General Treasurer shall submit the audited accounts and the opinion by the external Auditor to the Annual General Meeting;
- (f) All Peoples Party shall submit to the Registrar of Political Parties a statement of assets and liabilities at least thirty (30) days prior to the general election;

### **8.8 Authorised Signatories**

The Executive Committee shall approve the authorised signatories of the Party identifying documents that should be signed by the President, the Chairperson and/or

- Vice Chairperson and the General Secretary. No other Party member shall be authorised to sign off on the official documents of the Party. These documents include;
- (a) Documents to be presented to the Registrar including membership register, mergers and other reports;
  - (b) The opening of bank accounts and authorisation of approved bank signatories;
  - (c) Any report or document of the Party required under the Decree No 4 of 2013 or any other written laws;
  - (d) The audited annual accounts and financial statement of the Party; and
  - (e) The nomination certificates for any nomination or election of a member of the Party.

### **8.9 Asset Management**

- (a) The Executive Committee shall establish policies and procedures relating to its assets which shall include procurement, investment, management, maintenance and disposal;
- (b) The General Treasurer shall be responsible for the implementation of the asset management policies and submit reports to the Executive Committee together with accounts;

### **8.10 Public Release of Documents**

- (a) The Executive Committee will release to the public various policy documents from time to time which may include the Party platform and manifesto;
- (b) The Executive Committee shall ensure that these documents are of acceptable standard to the Party and shall be prepared after wider consultations and satisfactory feedback;
- (c) The Executive Committee shall prescribe an approval process for the release of the documents to the public;

## **ARTICLE 9: ORGANISATIONAL STRUCTURE**

The organizational structure in respect of the All Peoples Party shall comprise of;

- (a) The National Congress is the supreme governing body of the party;
- (b) The Executive Committee is the body having responsibility for the day to day administration of the affairs of the Party;
- (c) Associated Organizations;

- (d) Branch Network;
- (e) Women's Movement Network;
- (f) National Youth Alliance and Religious Network;

## **ARTICLE 10: DISCIPLINE OF MEMBERS**

Subject to the provisions of this Constitution, the Party shall have power to discipline its members as hereafter provided;

### **10.1 Offences**

- (a) Breach of Party Constitution;
- (b) Act(s), conduct likely to bring the Party into hatred contempt of ridicule;
- (c) Disobedience or negligence to carry out lawful directives of the Party or any organ or officer of the Party;
- (d) Engage in dishonest practices, defrauding the Party, its members and/or officials;
- (e) Constant absenteeism from meetings and in the case of elected party officials; regular absent from his/her official duty without good reason;
- (f) Engage with other parties other than APP;
- (g) Disorderly conduct at meetings, rallies etc....,
- (h) Engage in any other activities likely to cause disaffection among Party members or to disrupt the peaceful, lawful and efficient conduct of the Party business activities, Party meetings and Party as a National Movement;
- (i) Unauthorized publicity of the Party dispute or fractionalization or creating parallel Party organ(s) at any level;
- (j) Use of alien names within the Party other than as provided for in the birth certificates;
- (k) It shall be an act of misconduct for any member(s) of the Party to resort to court action or litigation on any conflict disputes or any matter whatsoever concerning rights, obligations and duties of any members without first availing him/her of the provisions of this Constitution;

## **10.2 Disciplinary Procedures**

- (a) Subject to the provision of Article 10 and principle of natural justice there shall be a Disciplinary Committee of five (5) members at every level of the Party appointed by the appropriate or respective Committees of the Party.
- (b) Any allegations of concerns shall be directed to the appropriate Executive Committee or Branch Committee in writing who shall then communicate the matter of concerns to the appropriate Disciplinary Committee to deliberate and make recommendations;
- (c) The appropriate Disciplinary Committee shall inform the affected members or parties involved in writing concerning the allegations and the place and time of hearing at least fourteen (14) days prior to the hearing date;
- (d) Parties before a Disciplinary Committee shall be given opportunity to present their case orally or in writing either in person or through a counsel of their choice and if necessary, witnesses shall be called;
- (e) The Executive Committee at the appropriate level shall stipulate a time limit, within which the Disciplinary Committee shall complete its work which shall in any case not be more than twenty-one (21) days;

## **10.3 Disciplinary Measures**

- (a) Any member or group of members of the Party who shall be found guilty of the offences disclosed under Article 10.1 shall be liable to any or a combination of the following disciplinary measures;
  - (i) Reprimand
  - (ii) Censure
  - (iii) Debarment from holding any office
  - (iv) Remove from office
  - (v) Suspension from the Party
  - (vi) Expulsion
  - (vii) Legal Action to relevant Authorities.

- (b) Any member or group of members found guilty of the offences disclosed under Article 10.1 (g) (h) and (i) shall be punished in accordance to Article 10.3 (a) (vi), depending on the level of the offences;
- (c) The Executive Committee at any level may suspend a member or group of members from the Party for a period not exceeding three months, pending the determination of the case;
- (d) Subject to the provision of Article 10, the Executive Committee at any level of the Party shall have the legitimate power to decide on any disciplinary measures against any member or members who found guilty in breaching the Party Constitution and/or Party Rules and Regulations;
- (e) Where it is proposed to expel or remove a member of the Executive Committee, Public Office Holder, Minister, Special Adviser, or a Member of the House, a proposal shall be submitted to the Executive Committee whereupon the Executive Committee shall refer the matter to appropriate Disciplinary Committee for deliberations;
- (f) For other categories of Executive Committee Members, Public Office Holders, and other Party Members, the appropriate Executive Committee shall take necessary actions subject to disciplinary procedures as prescribed in Article 10.3 a, clause (i) to (vii);
- (g) The Executive Committee shall make decisions on matters of concerns, subject to impartial recommendations of the Disciplinary Committee within fourteen (14) days;
- (h) The All Peoples Party (APP) shall not entertain or recognize any dissident group in the form of factions within the party who chose not to follow due processes or breach of the Party Constitution;

#### **10.4 Branch Disciplinary Committee**

- (a) A Branch Committee shall at its first meeting elect a Disciplinary Committee to assist in managing and controlling of the Branch;
- (b) Except where the Executive Committee allows otherwise, every Disciplinary Committee must consist of not more than five (5) members;
- (c) At least more than half of the number must have suitable and/or appropriate experience and qualifications in the legal institutions;

(d) The Three (3) members, of which one must be legally qualified, will form a quorum, provided that the Committee must at all times be chaired by one of the legally qualified members;

### **10.5 Appeal**

(a) Any Party member aggrieved by the decision of any of the organ of the Party shall have the right of appeal within fourteen (14) days of the decision to the immediate higher organ of the Party;

(b) An appeal shall be determined by the appropriate appeal body within twenty-one (21) days from the date of receipt of the appeal by the Executive Committee concerned;

### **10.6 Powers of the Party**

All Peoples Party may do all things necessary or convenient for carrying out its objectives and/or purposes, and in particular, may;

- a) Acquire, hold and dispose of real or personal property;
- b) Open and operate accounts with financial institutions;
- c) Invest its money in any security in which trust monies may lawfully be invested;
- d) Raise and borrow money on the terms and in the manner it considers appropriate;
- e) Secure the repayment of money raised or borrowed, or the payment of a debt or liability;
- f) Appoint agents to transact business on its behalf; and
- g) Enter into any other contract it considers desirable;



## **10.7 Decision of the Party**

(a) Subject to other provisions of the Constitution, the highest decision making body of the All Peoples Party shall be the National Congress and all decisions of the Executive Committee shall bind all constituent and individual members of the Party;

(i) The Executive Committee shall strive to achieve consensus in making decisions;

Where there is no consensus among members of the Executive Committee the decision shall be supported by the majority members, as hereinafter provided;

## **ARTICLE 11: NOMINATION OF CANDIDATE FOR ELECTION**

The Executive Committee shall, subject to the provisions of this Constitution formulate guidelines/regulations for the nomination of candidates for election into public office at all levels. The Executive Committee shall be the final authority for resolving all disputes relating to the notice of the party candidates for any election. For confirming the name(s) or list of names of party candidates for any elective public office as it sees fit.

### **11.1 National Congress**

(a) The supreme policy-making and governing body of the Party is the All Peoples Party National Congress;

(b) The All Peoples Party National Congress generally meets at least once in a year, and shall convene at any time if required;

(c) The Executive Committee shall determine the number of delegates attending the National Congress meeting, which shall comprise;

(i) Executive Committee

(ii) The Party President;

(iii) All members of the Executive Committee;

- (iv) The Party Executive Chairperson; and Vice Chairperson;
- (v) The General Secretary;
- (vi) The Chairperson and Vice Chairperson of the Branch Committee if any;
- (vii) The General Treasurer;
- (viii) The entire All Peoples Party Members of Parliament;
- (ix) President and Vice President of Women’s Movement Network;
- (x) The Chairperson and Vice Chairperson of Youth and Religious Groups;
- (xi) Non-public representative delegates allocated to branches;

## **11.2 Executive Committee**

The Executive Committee shall be responsible for the day to day administration of the Party and putting into effect the decision of the National Congress. To that end, the Executive Committee shall carry out the activities listed thereafter;

- (a) There shall be an Executive Committee of the All Peoples Party hereinafter referred to as the Executives;
- (b) The Party shall be administered by an Executive Committee of not less than four (4) persons and not more than ten (10) members elected at the Party Annual General Meeting;
- (c) The Executive Committee shall meet from time to time to transact any of the following businesses;
  - (i) Identifying main issues (political, social and economic) of concern to the Party;
  - (ii) General administration of the Party;
  - (iii) Preparation of annual budgets;
  - (iv) Preparation of agenda for Annual General Meeting and the National Congress;
  - (v) Executive Committee Members must be at least 18 years and above and legally registered voters at the Electoral Commission.
- (d) The Executive Committee shall consist of the followings;
  - (i) Chairperson
  - (ii) Vice Chairperson
  - (iii) General Secretary
  - (iv) General Treasurer
  - (v) National Coordinator

- (vi) Assistant National Coordinator
- (vii) Public Relations Officer
- (viii) 4 Ordinary Members and the Representatives (Branch Coordinators) of such other Subordinate Committees the Party may deem necessary;
- (e) The Office Bearers of the Executive Committee shall serve for a period of two (2) years, and shall be eligible for re-election;
- (f) In the event where an Office Bearer resigns, is suspended, or has died, this will be treated as a vacancy and the Executive Committee shall appoint a person to fill that vacancy until the next Annual General Meeting whereby a replacement will be elected;
- (g) At any time, any Office Bearers may resign or step down at his or her own will;
- (h) If a member of the Executive Committee fails to attend or is absent for three (3) consecutive meetings of the Executive Committee without any valid reasons or fails to perform his/her duty as prescribed under this Constitution the member shall cease to hold office;
- (i) The Executive Committee may meet at such times and places as shall be determined by the Chairperson, and there shall be NOT LESS than two ( 2 ) meetings per year;
- (j) In all the Executive Meetings the Chairperson or the Vice Chairperson may preside as the Chair;
- (k) The Executive Committee shall ensure the effective and consistent implementations of the policies approved by the Party;
- (l) All decisions of the Executive Committee shall be a majority vote and where there is a tie in the votes, the Chairperson shall cast his/her vote for purposes of breaking the vote;

### **11.3 Leader of the All Peoples Party**

- (a) There shall be a leader of the Party;  
The Executive Committee shall at its first meeting and whenever a vacancy occurs in the position of party leadership, select the leader of the Party who shall function as the Head of the Executive Committee.

### **11.4 Rules Regarding Summoning and holding of Meetings**

- (a) Meetings of the All Peoples Party shall be summoned in the following manner;
  - (i) The General Secretary shall summon the meetings of the Executive Committee;

- (ii) The General Secretary shall summon the Annual General Meetings and Special General Meetings through the advice of the President of the Executive Committee;
- (iii) The Executive Committee shall have authority to summon any Special General meeting of the Party when matters of urgency arise or when it sees fit;
- (iv) The President of the Executive Committee shall have the authority to summon a meeting of the Executive Committee;

## **ARTICLE 12: AMENDMENT, MERGER AND DISSOLUTION**

### **12.1 Constitutional Amendment**

- (a) Any attempted amendments to this Constitution shall not be valid except at the All Peoples Party Annual General Meeting where a two thirds (2/3) majority votes by members present shall amend, merge or dissolve the Party and consequently dispose of its assets;
- (b) A reasonable notice of any proposed amendment to the constitution as such shall be provided and/or available to the General Secretary, at least thirty (30) working days before the date of the Annual General Meeting;
- (c) The notice, which shall be in writing, shall enclose a clear statement of the intended amendments and reasons for amendment;
- (d) The notice of the amendments shall be given to the General Secretary who in turn shall circulate to the state of the party for publication at least a month before the date of the Annual General Meeting;
- (e) A reasonable notice of the said proposed meeting shall be given or communicated to eligible members not less than twenty-eight (28) days prior to the date of the Annual General Meeting;

### **12.2 Annual General Meeting**

The All Peoples Party is required by law to hold an Annual General Meeting (AGM). Ensuring that this statutory business meeting takes place is part of good governance. Annual General Meeting shall be attended by all members and conducted in accordance to the following;

- (a) The All Peoples Party shall convene its Annual General Meeting (AGM) once a year or as appointed by the Executive Committee.
- (b) The Executive Committee shall determine the date, time and place for the Annual General Meeting as it sees fit;
- (c) The General Secretary shall inform all members of the Annual General Meeting through a written notice at least twenty-eight (28) days prior to the meeting schedule. Such reasonable notice shall specify all business items to be conducted at the Annual General Meeting;
- (d) The requirements and/or procedures to be adopted in the Annual General Meeting shall conform to the following;
  - (i) The All Peoples Party Constitution;
  - (ii) Applicable legislative requirements subject to the approval by the Executive Committee;
  - (iii) The requirements or procedures recommended and approved by the Executive Committee;
  - (iv) Any other procedures recommended by members of the All Peoples Party subject to the approval of the Executive Committee;
- (e) In the event of conflict between any one or more of the procedures, preferences would be provided in the order of requirements set out in sub clauses (a) and (b);
- (f) Written notice shall be given to all members twenty-eight (28) clear days prior to the Annual General Meeting Schedule specifying the following;
  - (i) Date, time and location of the proposed Annual General Meeting or Special General Meeting;
  - (ii) Agendas of the Annual General Meeting or Special General Meeting;
  - (iii) Business to be transacted;
  - (iv) Election of Office Bearers;
  - (v) Financial Report;
  - (vi) Presidential Report;
  - (vii) Reports from All Peoples Party Satellite Groupings;
  - (viii) Reports from All Peoples Party Women Network;
  - (ix) Reviewing and analyzing the objectives of the All Peoples Party;

- (x) Implementation of various new policy directives from Executive Committee as it sees fit;
- (xi) Any other matters related to legislative requirements of the All Peoples Party;
- (g) A reasonable Quorum shall be at least two thirds (2/3) of the total membership of the movement. In an event where a quorum cannot be established, the Annual General Meeting shall be adjourned for ten (10) working days;
- (h) Should the prescribe quorum is not established after ten (10) working days, members present shall agree through a resolution to form a quorum, provided that there must be not be less than three (3) members attended;
- (i) All resolutions put to the vote of the Annual General Meeting shall be decided upon by a show of hands unless a secret ballot is commanded by the Executive Committee.