

ARTICLE I: INTRODUCTION, NAME AND COMMITMENTS

Section 1: Introduction

The Ohanaeze Ndigbo Philippines Association inc. constitution is the document of empowerment whereby the membership of the Association passes powers and established duties to the leadership of the Association. It enables the leadership to establish the procedures and rules, which will govern their own action and to establish subordinate groups that can, within procedural limits set by the leadership, carry out the policies and programs of the association. The provisions of the Constitution must be followed and cannot be waived or suspended and must be followed at all times.

Section 2: Name of the Association

The name of the association shall be: The Ohanaeze Ndigbo Philippines Association inc. (ONPHIL)

Section 3: Motto and Greetings

Section 3a: Motto

The motto of the association shall be: IGWE BU IKE (Unity is our strength)

Section 3b: Greetings

Ohanaeze kwenu – Igwe bu ike

Ohanaeze kwenu – Igwe bu ike

Ohanaeze kwezuenu – Ohanaeze ndi Igbo

Section 4: Aims and Objectives

Section 4a: Aims

The primary aim of the associations to foster unity, love, peace and encouragement among the Igbos in the Philippines.

Section 4b: Objectives

- i) To create awareness and understanding of Igbo culture and traditions in the Philippines.
- ii) To guide and advice members when the need arise.
- iii) Collaborating with other lawful organizations which we consider worthy to the unity and co-existence of Igbos in Philippines.
- iv) To coordinate with other Igbo organization in other countries to promote the interest of Igbos at large.
- v) To help in peaceful resolution of disputes among members.

Section 5: **Official Year of the Association**

- i) The official year calendar of the association shall run from 1st week of March to 1st week of November each year.
- ii) The constitutions shall authorize the executive officers to hold end of the year party on in the 1st week of November each year.

Section 6: **Meeting**

There shall be general and executive meetings for Ohanaeze Ndigbo Philippines Association inc. and emergency meetings may be called when necessary.

Section 6a: **General Meeting**

General meeting must be held every 1st week of March 2nd week of August and 1st week of November yearly.

Section 6b: **Executive Meeting**

Executive members of the association are to have one meeting before the general meeting is called except in cases of emergency where they can meet more than once.

Section 6c: **Committee and Subcommittee Meeting**

Committee and sub-committee meeting shall be decided by the chairman and/or general secretary of such committees.

Section 6d: **Emergency Meetings and Notices**

Emergency meetings shall be called by the executive and messages circulated to all members when the need arise. Also, importance notices shall be sent to members once endorsed by the President and/or General Secretary.

Section 7: **Quorum**

A quorum for any meeting shall be formed by 25% of the association members including the President and the Secretary General or their deputies.

Section 8: **Meeting Minutes**

Every meeting of the association should be written on the minute log book and the minutes of the previous meeting read by General Secretary or the Assistant General Secretary as the case may be and a motion to adopt the minutes read is to be moved by a member and seconded by another before it's adopted.

Section 9: **Meeting Agenda**

In every meeting of the association the agenda of such meeting shall be printed and distributed to all members present at the general meeting and a motion to

adopt the agenda is to be moved by a member and seconded by another before it's adopted.

Section 10: Secretariat and Official Address

The association shall have a place which will serve as our meeting place and secretariat. The President, Provost and Secretary shall each have a duplicate key. Payment of rent for the secretariat shall come from monthly dues, fines and donations. It will be furnished with chairs, tables and some electronic and electric gadgets.

ARTICLE II: MEMBERSHIP

Section 1: Eligibility

It shall be open to any Igbo person (male or female) by birth, adoption, marriage and residing in the Philippines.

Section 2: Classes of Members

Section 2a: Active Member

Once is considered an active member if he/she attends general meetings and pays his/her monthly dues regularly, pays his/her fines, redeems his/her financial and material pledge/s made to the association and ready to render services to the association when called upon.

Section 2b: Transit Member

A transit member shall be an Igbo male/female 18years and above staying in the Philippines with a visitor or tourist visa not exceeding 90days; otherwise, he/she is deemed a regular member and shall be allowed a grace period of three (3)

Section3: Membership Right

All members shall have the following of the association.

- i) To participate in all activities of the association.
- ii) To use any facility that belongs to the association on notification and approval by the executive body at a minimal rate and shall return the same in good condition.
- iii) Shall have access to all the association books and records (if the need arises) with the approval of the association executives.
- iv) To vote and be voted for applies to only active members.
- v) Every member shall have the right to speak for or against a motion and contribution wisely during meeting deliberations; but which the permission of the provost or president.

Section 4: **Duties and Responsibilities of Members**

- i) All members shall obey, abide and comply with the constitution, laws and by-laws, rules and regulations of the association.
- ii) All activities and meeting of the association are mandatory for all the members to attend.
- iii) Dues and other levies that the association may deem necessary to impose must be paid.
- iv) Monthly dues shall be 200 pesos subject for changes.
- v) Every registered member of the association must sign the Declaration from to abide by the constitution.

Section 5: **Membership ID card and Database Form**

Section 5a: **Membership ID card**

Every registered member must be given an Identification Card (ID) card with tag which will be used to Identify each member. Members are mandated to bring their ID card to every meeting or events to the association.

Section 5b: **Database Form**

A database form would be given to every member of the association for a complete database information of the members which will be filled up truthfully and accurately.

Section 6: **Membership Dues**

Monthly meeting dues 200pesos, registration fees 500pesos and other dues shall be determined from time to time for the avoidance of doubt with the approval of the general house. Members leaving the country should inform the association so he/she will be exempted from paying any dues for the period absent.

Section 7: **Benefits of Membership**

The wellbeing of Igbos residing here in Philippines is a major driving force that motivated the formation of this association. Thus, the association shall help and assist her members in need in the following area:

Section 7a: **Hospitalization in the Philippines**

An active/financial member who is hospitalized in the Philippines for a minimum of three (3) days shall receive 20,000pesos. In a situation whereby the hospital bill of the said member is above 100,000 pesos, we shall call for freewill donation to assist him/her. If the member informs any member of the executive after a day or two in confinement the executive shall send a representative from the association to visit the said member while in the hospital

Section 7b: **Legal Assistance in the Philippines**

Any active member with legal issues, shall inform the association within two weeks of such legal woes. The association will advise on legal representative to help with such case in a situation where the affected member doesn't have one. Donations shall be made voluntarily from the general house to help with the financial aspect of the legal issue where such member seeks for financial assistance from the association. After review, if the said member merit legal assistance we shall call for assist

Section 7c: **Marriage/Child Dedication/ Personal House Operation/ Marriage Anniversary Birthday Celebration**

Ohanaeze Ndigbo Philippines Association shall attend any active member's wedding celebration, child dedication, personal house opening and marriage anniversary if the general house is invited and the association shall make a cash donation of Twenty Thousand (PHP 20,000.00) to the celebrant. Such celebration should be within the Philippines and should be one-time benefits. There shall be a One Hundred (PHP 100.00) peso compulsory donation from each member to compliment the expenses from the association purse. The celebrant must invite the association with four bottles of red wine, failure to invite the association with such, the benefits of celebrant shall be forfeited.

Invitation for any celebration shall be minimum of 2 months duration and we shall accept only 5 occasions yearly, subject for amendment.

Section 7d: **Death**

- i) The association shall pay a condolence visit to any active member who lost his/her parents or wife here in the Philippines or abroad and where it's possible participate at the wake keep and burial if the association is informed about such death. The association shall send some representative to the said member's house to pay a condolence visit (Ikwa Ozu) with the following, thirty thousand pesos (PHP 30,000) Only. (Food of the day)
- ii) Ohanaeze Ndigbo Philippines Association with the help of the State, Friends and Family of the deceased shall strive to carry the corps of any active member who died in the Philippines back to Nigeria. In a situation where the deceased is married here in the Philippines, the association shall pay a condolence visit.
- iii) In a situation where a deceased member is to be buried here in the Philippines in agreement with the deceased family, the association shall see to the financial requirements of such with the state and friends.

Section 8: Penalties and fines

- i) A fine of two Hundred (PHP 200) Peso Shall be imposed to any member who is absent from general meeting without genuine excuses. Still have to pay the monthly dues owned.
- ii) Coming late to meetings attracts a fine of fifty pesos (PHP 50.00); a member is considered late to the meeting if he/she arrives after the reading and adoption of the previous meeting minutes.
- iii) Taking a fellow active member to police station without first hearing from the association attracts a fine of Ten Thousand pesos (PHP 10,000) and the association may deem it fit to withdraw the parties form police.
- iv) Active members fighting during the meeting or outside the meeting venue shall pay a fine of Five Thousand pesos (PHP 5,000.00) each. Whosoever that is found innocent after the judgement shall be refunded the sum of Five thousand pesos (PHP 5,000).
Failure to comply with this order within 2 months shall lead to termination of membership.
- v) Any member fighting an executive official during the meeting shall pay Two Thousand pesos (PHP 2,000.00). If the said official is found guilty after the judgement, he/she shall pay a fine of Five Thousand pesos (PHP 5,000.00), but if the member is found guilty, he/she will pay the total sum of seven thousand pesos (PHP 7,000).
- vi) The association shall take legal action in a situation where those fined fall to comply by brining in the association attorney to institute legal action.
- vii) Any member who interrupts the meeting especially when someone is giving the floor to address the association on a particular issue without the permission of the provost, shall be fined Fifty (PHP 50.00) peso. Same applies to noise making and disturbance during the meeting.
- viii) Members that owe monthly dues more than 3 months will be compelled to pay 50% fine on dues owned plus the said dues (i.e. Dues not paid + 50% on the number of months of dues not paid).
- ix) No drinking (alcohol) or eating during the general meeting. Can be done once the meeting has ended. Violators will be fined One Hundred (PHP 1,000.00) peso.

Section 9: Expulsion and Suspension of Member

- i) ~~Members that default in terms of dues payment and/or attendance for a period not exceeding six (6) months consecutively, he/she will be deregistered. In such case where the member wishes to be back to the Association, he/she will register as a fresh member.~~

Section 10: **Rules on Debates**

- i) A new motion not included in the agenda of the meeting can only be discussed when it has been proposed by an active member and seconded.
- ii) Any active member is free to call for a point of order of which the current speaker shall yield the floor once sanctioned by the provost and then continue when the point has been noted.

ARTICLE III: STRUCTURE OF THE ASSOCIATION

Section 1: **The General Assembly**

The supreme authority of Igbos in the Philippines shall be the general body. It shall be composed of the executive body and all registered members of the association.

Section 2: **The Executive Committee**

The executive body shall be the governing council of the Ohanaeze Ndigbo Philippines charged with the responsibility of realizing the aims objectives of the association.

Section 3: **The Board of Trustees**

The Ohanaeze Ndigbo in the Philippines shall appoint a member from each state distinguished men and women as board of trustees for the association for a period of two years, subject to renewal. They shall serve as advisers and assist the body in her activities.

Section 4: **Ad-Hoc Committee**

To effect smooth administration of the association, the executive in agreement with the house shall from time to time shall set up committees charge with specific duties as when the need arise

ARTICLE IV: OFFICERS

Section 1: **Officers**

The executive officers of the association shall include;

- i) The president

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- ii) Vice President
- iii) Secretary
- iv) Assistant Secretary General
- v) Treasurer
- vi) Financial Secretary
- vii) Publicity Secretary
- viii) Director of Social
- ix) Chief whip or Provost Marshal

ARTICLE V: DUTIES RESPONSIBILITIES OF OFFICERS

Section 1: President

- i) All the general and executive meeting shall be presided by the president.
- ii) Ensure to the smooth running of the executive meetings, the operations of the general house and other sub-committees of the association.
- iii) Shall be the executive head of the association
- iv) Shall see to the coordination and supervision of other officers.
- v) Inform the Secretary General to convene all meetings of the association and shall sign the minutes of such meetings after approval of the house.
- vi) Shall have the right to appoint stand-in officers in the event of the absence of any of the elected officer/s.
- vii) Shall be one of the principal signatories to the association's account.
- viii) Will be neutral in any deliberations that lead to voting.
- ix) Shall have the right to summon emergency meetings.
- x) Should co-sign the membership cards and ID cards with Secretary General.
- xi) Shall have the power and authority to approve any expenditure not exceeding 5,000pesos. Within a period not exceeding 30 days must give a detailed account of such expenditure to the general house and handover the details to the Financial Secretary for documentation.
- xii) With the approval of the general house shall appoint advisers over certain issues.
- xiii) Shall see to the welfare of every member of the association.

Section 2: Vice President

- i) Will automatically assumes the duties and responsibilities of the president in his absence.
- ii) In the situation of ill-health, resignation, impeachment or death the vice president shall be the substantive president of the association

until their ensure ends and a new substantive Vice-President is appointed by the general house.

Section 3: Secretary General

- i) The records and minutes of all meetings of the association shall be carried out by the secretary general.
- ii) Secretary General shall see to the administration function of the association in consulting with the President.
- iii) He shall read and reply all correspondences of the association in consulting with the President.
- iv) The agenda of all general and executive meetings shall be carried out by the General Secretary, after due consulting with president.
- v) Shall be a signatory to the minutes of the meetings
- vi) Shall convene all general and executive meetings in agreement with the President.
- vii) Has every right to delegate any of his executive duties to the Assistant Secretary General.
- viii) Shall keep inventory of the Association property and render account of them as at when due.
- ix) Shall be one of the signatories to the member's ID card.

Section 4: Assistant Secretary General

- i) Shall assist the General Secretary in all his/her duties.
- ii) Shall carry out any assignment or duties delegated to him/her by the General Secretary for the effective running of the association.
- iii) Assumes all the duties and functions of the General Secretary in his absence.

Section 5: Treasurer

- i) All the funds of the association shall be received and kept by the treasurer from the Financial Secretary with proper records and receipts.
- ii) Shall be custodian of the Association bank passbook.
- iii) Shall keep records of receipts and payments made by the association.
- iv) He shall ensure that all funds of the Association are deposited in the bank within seven days (7) of collection.
- v) Shall render account to the association regarding the expenses made on behalf of the Association.
- vi) Shall be one of the signatories to the Association account.
- vii) Shall present statement of account to the general house on every general meeting. If he fails to present such report a penalty of Two Thousand (PHP 2,000.00) peso shall be imposed on him/her, unless

- he/she gave a written explanation to the general house and such explanation accepted by the house.
- viii) Shall submit all the association financial records for auditing if demanded by 2/3 of the general house present in that meeting. Shall likewise submit such records at least one month before any general election.
 - ix) All the Association financial records, documents and funds in his/her possession shall be handed over to his successor during the inauguration of newly elected officers.

Section 6: Financial Secretary

- i) Shall prepare check and vouchers for payments on the order of the president.
- ii) Shall keep records of receipts and payments of the association.
- iii) Shall issue receipts of funds collected and shall hand them over to the Treasurer immediately or to the president in the absence of the Treasurer with acknowledgment of receipt of such funds.
- iv) Issue membership cards to members with receipt covering them.
- v) Shall prepare and submit to the house every General Meeting the financial statement of the Association.
- vi) Meeting monthly dues and other funds shall be collected by the financial secretary during the meeting and before ending of every general meeting; he/she will call the names of members and amount they paid respectively.
- vii) Shall have the right to notify or remind members who fail in meeting their financial obligations to the Association in terms of dues, donations or pledges made by calling out their names and amount they owe at the meeting.
- viii) Shall submit his/her records of account for auditing one (1) month before any general election.
- ix) All the Association financial documents in his/her possession shall be handed over to his successor on the day of the inauguration of newly elected officers.
- x) Shall be one of the signatories to the Association Accounts or Checks.

Section 7: Publicity Secretary

- i) Shall be responsible for press release.
- ii) Shall circulate notices of general, executive and emergency meetings.

Section 8: Director of Socials

- i) Shall be responsible for all social activities of the Association with any ad-hoc committee that may be set up to help in such activities.
- ii) Shall not have duty of any money collection as a separate body
- iii) Shall help the provost and the publicity secretary to carry out some of their demanding duties as directed or delegated by the president.

Section 9: Chief whip or Provost Marshal

- i) Shall see to the maintenance of peace and order during meetings.
- ii) Shall help in collecting any fine imposed on any member during the course of the meeting, shall report any unruly member during the meeting to the president for action.
- iii) Shall be tasked with permitting a member to talk or not to during meetings.

ARTICLE VI: ELECTION AND TENURE OF OFFICE

Section 1: Election of officers

- i) General election shall be held every two years in the 1st week of March of the election year.
- ii) Election notice shall be served to members on or before November general meeting a year before the election year and committee of Election members selected from the general house.
- iii) Only active members shall vie for elective offices.
- iv) All officers shall be elected in with a majority vote.
- v) All voting shall be by secret ballot.
- vi) Vote counting shall be done immediately after elections same day same venue before the general house and result announced.
- vii) Sponsoring of candidates maybe from within the circle of members.
- viii) Presidency is rotational state by state.

Section 2: Committee in Election (COMELEC)

- i) The members of COMELEC shall be appointed by the general house on the same day notification of the oncoming election is announced.
- ii) Five (5) members from the general house shall make up the COMELEC from each state.
- iii) COMELEC members shall not campaign for candidates and shall not vie for any post.
- iv) Funds shall be provided for the effective running of COMELEC, and the said amount shall be decided by the general house.

- v) Before the dissolution of COMELEC on the day elections are done and concluded its chairman shall account to the house their expenditures.
- vi) Immediately the new officers are inaugurated the COMELEC body stands dissolved.

Section 3: Rules and Guidelines of Election

- i) Member seeking any office must have a valid and up to date visa.
- ii) Member seeking any elective post must be an active member of the Association.
- iii) Have a reliable and legitimate business or work he or she is attached with (President, Vice president, Financial Secretary and Treasurer).
- iv) Staying in the country for at least 5 years.
- v) Members contesting for President or Vice-President should be married with valid marriage certificate and have valid resident visa.
- vi) Must be a Nigerian Passport Holder.
- vii) Age limit for President and Vice President should be 30 years above.
- viii) Non-refundable fee of 1000 peso for nomination form of President and Vice-President and 500 pesos for other seats to be contested or any approved by the General house.
- ix) The holder of the office of the Secretary must have at least 0'level Certificate holder.
- x) Executive posts to be contested for are:
 - a) President
 - b) Vice President
 - c) Secretary
 - d) Vice-Secretary
 - e) Financial Secretary
 - f) Treasurer
 - g) Provost
 - h) Publicity Secretary
 - i) Director of Social
 - j) Publicity Secretary
- xi) The amount of Five Thousand (PHP 5,000.00) peso to be set aside for running the election or as approved by the general house.
- xii) There shall be manifesto for all members seeking electoral office after successful screening on or before the day of election.
- xiii) Member seeking electoral office to be disqualified if he or she doesn't meet up with the electoral guidelines and rules.

- xiv) Candidacy form of elective positions can be obtained on the day of the general meeting or via email by contracting the Secretary or Chairman of CMELEC via mobile number to be provided.
- xv) Completed candidacy form should be submitted on or before one before the election Day proper.
- xvi) Each candidate will submit their form with a photocopy their international passport and /or ACR card. Will bring along their original international passport and/or ACR card for verification of information of the photocopy submitted.
- xvii) In a situation where members did obtain candidacy form to run for some or all elective positions, the general house shall on the day of the supposed election select members present at that general meeting to fill up the elective executive positions and serve the complete two (2) years terms or an interim executive can be selected as well.

Section 4: Timetable for Election

- i) Candidacy form will be obtained and completed form submitted within one month from the day of the election.
- ii) Screening of members seeking elective position will be on or before 2nd week of January of the election year.
- iii) Members that passed the screening exercise shall be informed via mobile and email for them to start campaigning and ready for their manifestos on or before 2nd week of February of the election year which is the date of the election.
- iv) Elected candidates will be sworn in 2nd week of February of the election year which also is the date of the election and the old executives will hand over to them same day.

Section 5: Tenure of Office

Section 5a: Elected officers

- i) The tenure of office for all the elected or selected executive members and Board of Trustees shall be for two years.
- ii) However, any executive officer may be reelected for a second term, but no executive officer shall hold a particular office for more than two terms.

- iii) When an executive member is impeached, resigns or expelled, an active member from the Association will be selected to replace him until an election will be conducted to that office affected and will serve out the remainder of the tenure of the executive official.

Section 5b: Interim officers

Interim Executive members of the association shall serve as the substantive executives and should have the same power/s and privileges as elected executive members. The Interim executives will serve within a period not more than one (1) year with one of their functions being to conduct a credible election for the association.

Section 6: Yearly agenda from Executives

The elected executive shall present to the general house at least two months after they are sworn in their agenda for the Association Calendar year and they shall be held responsible to see to the fulfilment of such agenda.

ARTICLE VII: DISCIPLINARY PROCEDURE OF EXECUTIVE OFFICERS

Section 1: Disciplinary Procedure of Executive Officers

An executive member of the association or any member of the board of trustees can be cautioned, disciplined, fined, suspended, impeached or pardoned as the case may be with 2/3 of the members present at that particular meeting where the subject matter of the offence is being discussed.

Section 2: Fines and Penalties of Executive Officers

Any executive member who is late for executive meeting without any good reason will be fined two hundred peso (PHP 200). A grace period of 15 minutes is given once the executive meeting starts. In a situation where an executive member will be late, he/she informs the Secretary General at least 24hrs before start of the meeting.

Section 2b: Absenteeism

Any executive member who is absent from executive meeting without any good reason will be fined Five Hundred peso (PHP 500). In a situation where his/her absence is unavoidable, the said executive should inform the Secretary General at least 24hrs before the meeting time.

Section 3: Impeachment of Executive Officer/s

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- i) The president, other executives or any member of the board of trustees of the Association are subject to impeachment at any time a call that arises. In case like being inactive, embezzlement of funds, dubious character, mistrust, forgery, misusing the Association letter head or logo or properties, using his/her office for personal gain and any other impeachable offence as approved by 2/3 of the members present at that particular meeting.
- ii) One of the grounds for impeachment of any executive member is when such member is absent for 3 consecutive general meetings of the association without any valid reason, he or she will be fined One Thousand (PHP 1,000) peso. Failure to pay such fine will amount a no confidence vote on the said executive. Once a No Confidence vote is passed, the executive member will be replaced by someone in acting capacity until an election is done to proper fill the position.
- iii) Any executive member who is absent for three (3) consecutive executive meeting without any good reason, he/she will be fined the sum of One Thousand, Five Hundred peso (1,500) with a written letter of explanation to the executive. Failure to pay such fine within a period not exceeding one (1) month, the said executive's matter will be forwarded to the general house for Impeachment proceedings. Once impeached by the majority of the general house a substantive executive member will be selected from the general house to replace him/her subject until when proper election will be conducted for the position. After the member is impeached and still refuses to pay the fine imposed on his/her within a period of three (3) months, he/she will be compelled to pay the fine with a 50% interest. When such fine and interest is not yet paid, the said executive member will be expelled from the association and ex-communicated.
- iv) If the Treasurer of the Association fails to deposit collected Association funds to the Association bank account within seven (7) working days of collection, he/she shall explain in writing to the Association why the money was not deposited. In a situation where 2/3 of the members present in that meeting did not accept his/her explanation, he/she shall be cautioned. If such delay in deposit period continues up to three (3) times, the matter will be presented to the general house for impeachment of the Treasurer.

ARTICLE VIII: FUNDS

Section 1: Source of Funds

The association source of fund shall come from; monthly meeting dues, voluntary donations for some cause, fines, registration of new members, membership ID cards, fund raising activities, legitimate grants, levies, business ventures setup by the Association and any other legitimate source of income.

Section 2: Audit of Finance

- i) There shall be three (3) Independent auditors appointed by the executives and approved by the general house to audit the association every year
- ii) Ohanaeze Ndigbo Philippines Association inc. account shall be audited at least once a year. Towards the end of the year around 2nd week of October of each year.
- iii) The audit reports shall be presented to the house for deliberation the next morning after they were appointed and must be approved by 2/3 of members present at the meeting where the audit report is submitted.

Section 3: Collection of Debt Owned the Association

Debt here refers to; money held in trust for the association, money pledged, donated and/or borrowed from the association and does not include fines/penalties.

- i) Any member of the association will be served two official letters of demand for the money to be returned back to the coffers of the association. Failure to pay such debt after two letters of demand, the association legal representative will write the said member one last time. If the debt is still not paid after such letter from our legal representative, the house will mandate the legal representative of the association to use whatever legal means in the country with appropriate interests and damages to get the said debt returned to the association.
- ii) Any pledge/s made to the association by any member, he/she is giving a period of three (3) months to redeem such pledge/s. Such pledge if not redeem with the 3 months, will be considered as debt owned the association

ARTICLE IX: CONSTITUTIONAL AMENDMENT

Section 1: How to Propose

- i) The constitution of the association can be amended at least two (2) years after the last amended or reviewed constitution have been approved and adopted the general house.
- ii) A motion for amendment of the constitution shall be heard if it's approved by at least 4/5 or 80% of members present at that meeting.

Section 2: How to Amend

- i) A constitution review or amendment committee which is made up of at least five (5) active members from each state plus all the executives of the Association shall be setup.
- ii) The constitutional review committee have a time limit of not more than four (4) months starting from the day they were selected and inaugurated to present the amended constitution to the general house for adoption.
- iii) A declaration form to abide by the new constitution must be signed by all members of the association.
- iv) The amended constitution will serve as the constitution the Association will work and abide.
- v) The constitution is deemed amended once approved by 2/3 of the members present on the day of its presentation to the general house.
- vi) All members must be given a copy each of the amended constitution.

ARTICLE X: MISCELLANEOUS PROVISIONS

Section 1: Invitation from other organizations

Ohanaeze Ndigbo Philippines Association Inc. when invited by well-established and registered organization to a ceremony or function, may honor the invitation. Any active member/s from the Association maybe be delegated to represent the association and report back to the general house. The Association shall donate as agreed and approved by the general house.

Section 2: Legal Representative

The association must have a legal representative who will be used by the Association for whatever legal matters or concerns.

Section 3: Visitations and Celebrations

- i) The Association must hold end of the year party on 2nd week in the month of November each year.
- ii) As part of our social responsibilities, the association may visit any of our members or Igbo person incarcerated or hospitalized as mandated by the general house.
- iii) During festive celebrations (Christmas, New Year, Easter etc.), the Association may give gifts or cash donations to some widows/widowers of our departed member or Igbo person/s, incarcerated Igbo person/s and other less privileged of the society.

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iv) The donations shall come from free will donation from members of the Association.