

CONSTITUTION OF ASSOCIATION OF MEDICAL ULTRASOUND PRACTITIONERS OF NIGERIA

PREAMBLE:

We, the trustees and founding members of Association of medical ultrasound practitioners of Nigeria having firmly and solemnly resolved;

To form a non-governmental, non-profit making, non-political, charity organization for the general protection and maintenance of standards and improvement of medical ultrasound practitioners;

**DO HEREBY, MAKE ENACT AND GIVE TO OURSELVES the following
CONSTITUTION.**

1. **CITATION:** The name of the organization shall be known and / or cited as association of medical ultrasound practitioners of Nigeria.

2. PART TWO: INTERPRETATION

1. **Trustees:** Means the trustees of association of medical ultrasound practitioners of Nigeria
2. **Council:** means the trustees and other few members nominated to be part of the council of association of medical ultrasound practitioners Of Nigeria
3. **Advisory board:** means those reputable and credible individuals appointed as the patrons and advisors of this organization.
4. **Two-third majority:** mans the two third 2/3 of the total numbers of members present at any general meeting provided a quorum is formed.
5. **Property:** means the property owned and acquired in the name of association of medical ultrasound practitioners of Nigeria.
6. **Snographer / Sonologist:** means an imaging scientist/radiographer who as undergone a course of training in medical ultrasonography and certified/registered by the

- radiographers registration board of Nigeria R.R.B.N Association of medical ultrasound practitioners of Nigeria.
7. **Annual Report:** means the individual officers end of year financial report.
 8. **Financial year:** means a period of twelve (12) months commencing from first January of any year.
 9. **Financial member:** means any body who is not indebted to the organization
 10. **Election:** means election into various offices or posts to the organization.
 11. **Books:** means minutes books, attendance books, accounts books, inventory books, policy files and any other books in which the activities of the organization are recorded.
 12. **Miscoduct:** means general misconduct to the prejudice of the good name of association of medical ultrasound practitioners of Nigeria and the proper administration of the business of the organization and without prejudice to the generality of the definition, in the course of duty, false claims against the organization or any of its constitutional bodies, for the purpose of investigation, any mater provided for, in, or arising out of the constitution.

ARTICLE 2: AIM AND OBJECTIVES:

The objectives for which the organization is established are as follows:

1. The advancement of science and technology of ultrasonics as applied in medicine and the maintenance of the highest standard in these fields.
2. The advancement of education in science and technology and allied sciences and technologies and the provision of advise and information to the public in these fields.

3. The advancement of research in science and technology and the publication of result of such research.
4. The advancement of ethical standards in science and technology by the maintenance of effective co-operation and cross-fertilization of personal experiences among practitioners.
5. The promotion of science and technology by effective co-operation with the relevant agencies and other institutions with similar objects.
6. The protection of the honour and interest of person engaged in the practice of ultrasonography and allied subjects: including the regulation of relations between such person and employers association.
7. To print and to publish or contribute to the publication of any papers, leaflets, reports and other literature and to edit and publish codes of practice, protocols, guides and scientific journals and/or work in conjunction with editorial boards and periodicals in these fields.
8. To promote, organize and participate in meetings, congresses, conferences, seminars, discussions, symposia, exhibition and lectures.
9. To work in collaboration with and with the assistance of interested non-government organizations and international bodies to achieve the objectives set forth above.
10. To create awareness about existence of international treaties against ultrasound practice ratified by Nigeria and campaign for work toward the ratifications of such treaties yet to be ratified by Nigeria.
11. To create awareness on the existing municipal legislations and regulations that protect and safeguard medical ultrasound practices as well as campaign for the improvement of their provisions where necessary.

12. To sensitize operators and the general public on the existence of and the necessity of acquiring, installing and using modern and appropriate ultrasound equipments and facilities.

ARTICLE 3: MEMBERSHIP

1. Membership of association of medical ultrasound practitioners shall be open to all of Nigeria qualified and interest in, and/or concerned with the maintenance of standards and strict observance of medical ultrasound ethics. Membership will include;
 - a. any person who can satisfy the council or the trustees or appointed nominees that they have a bonafide interest in the use, design, manufacture, or maintenance of medical ultrasonic apparatus or in research of a clinical. Scientific or technical nature which is directed towards the furtherance of the object of the organization and who have been proposed in writing for membership by two existing members, one of who must have personal knowledge of the candidate.
 - b. Oversears applicants who are unable to obtain appropriate nomination should submit a supporting letter from their head of department or equivalent.
 - c. Honorary members who shall appointed by the council must have contributed with distinction to the field of ultrasonics as applied to medicine.

The council or trustees or both any enlarge or abridge the categories of numbers from time to time. The council or trustees or both may at its discretion reject any application for membership without assigning any reason thereto. The council or trustees or both shall approve membership of association of medical ultrasound practitioners of Nigeria.

2. Membership fee/due/subscription fee shall be fixed by the council or trustees and reviewed from time to time.

3. TERMINATION OF MEMBERSHIP

- a. Any member who desires to resign or retire shall signify such desire or intention in writing to the secretary general and thereafter his or her name shall be removed from the list of members, provided that at the time of such resignation, the member shall not be owing the association any sum of money whether by way of subscription, dues or levy.
- b. Any ordinary member whose subscription is up to two years in arrears and who shall fail to pay such arrears within the third year shall cease to be a member unless the association shall decide to take notice of special circumstances.
- c. The association may expel any member whose conduct is such as shall in the opinion of the council or trustees be injurious to the character and interests of the association. A committee shall investigate such allegation and make recommendation to the trustees who shall after their meetings pass it to the general house. A two third majority of the general members is required to approve such expulsion.
- d. A member who ceases for any genuine reason to be a member, may apply for re-admission in future, subject to the approval of the trustees.

ARTICLE 4 OFFICERS:

1. The organization shall have the following officers for the time being until a resolution of two thirds of both the executives and trustees are passed to enlarge the number of officers. The officers are and/or include.
 - a. President
 - b. Vice President
 - c. Secretary General
 - d. Assistance Secretary
 - e. Financial Secretary
 - f. Treasurer

- g. Publicity secretary/public Relations officer
- h. Director Socials / Protocol
- i. Provost
- j. Duties of officers

President: The president shall be the chief executive officer of the organization; he shall preside at all meetings of the members and of the trustees; he shall have the general management of the affairs of the organization and shall see that all orders and resolutions of the organization are carried into effect.

Vice President: In the absence or inability of the president, the vice shall have all the powers and functions of the president. The vice shall perform such other duties as the trustees shall prescribe. He shall be an alternate signatory to the accounts.

Secretary General: the secretary general shall keep the minutes of meetings of the executives, trustees and the general meeting. He shall have the custody of the seal of the organization and shall affix same to documents when dully authorized by the executives or trustees. He shall attend to the giving and servicing of all notices of the orgaziation shall have charge of such books and papers as the organization may direct. He shall attend to such correspondence as may be assigned to him or her and perform all the dueits incidental to his or her office.

Assistance Secretary: In the absence or inability of the secretary general, the assistant shall perform such other duties or function perform by the secretary general and any other duty or duties as may be directed by the executive or trustee.

Financial Secretary: the financial secretary shall receive all money whether cash, cheque or draft belonging to the association, he shall hand over all such money to the Treasurer within 48 hours from the date or time of

collection. He shall keep the financial books used for all financial transaction of the association.

Treasurer: He shall receive all money collected by the financial secretary and deposit same in the bank approved by the executive or trustees not later than forty eight (48) hours from the date or time of collection. He shall be a signatory to the account of the organization and shall in conjunction with the president sign all cheques, drafts and/or make all approved or authorized withdrawals. He shall maintain or keep an imprest account of N5,000 monthly. He shall not for any reason withdraw any money alone. He shall at all reasonable time exhibit the books and accounts to any executives or trustees or member upon application of the office of the organization during ordinary business hours. He shall present to each executives, trustee meeting and each general assemble a report setting forth in full or detail the financial condition or position of the organization.

Public relation Officer: He shall be in charge of all adverts, and shall carry out all such functions or duties as may be assigned to him by the executives or trustees.

Director of Social/protocol: he shall organziae and supervise the activities of the organization in any formal or official gathering and perform such other function as may be directed by the executive or trustees.

Provost: he shall be the chief disciplinarian at meetings, functions or any formal gathering of the organization and shall perform other functions as may be directed by the executives or trustees.

ARTICLES 6 TRUSTEES:

NOMINATIONS, ELECTIONS, TENURES, DUTIES, AND REMOVAL

THE TRUSTEES OF THE ASSOCIATION OF MEDICAL ULTRASOUND PRACTITIONERS OF NIGERIA:

For the purpose of the companies and Allied Matters Decree No 1 of 1990 part C shall be appointed at general meeting of the organization by two third majority of members.

Such trustees (hereinafter referred to as "The Trustees") shall be in 6 in number and shall be known as the Registered Trustees of the Association of medical Ultra Sound Practitioners of Nigeria.

The trustees may hold office for life but a trustee shall cease to hold office if he:-

1. Resign his office
2. Ceases to be a member of the Registered trustees of the organization
3. Becomes insane
4. Is officially declared bankrupt
5. Is convicted of a criminal offence involving dishonesty by a court of competent jurisdiction
6. Is recommended for removal from office by the executives by a 2/3rd majority vote of members present at any general meeting/
7. Cease to reside in Nigeria.

Upon a vacancy occurring in the number of trustees, a general meeting will be held to appoint another eligible member of the organization by two third majority of members.

ARTICLE 7: POWER OF ASSOCIATION OF MEDICAL ULTRA.

SOUND PRACTITIONERS OF NIGERIA.

Association of medical ultrasound practitioners of Nigeria shall have powers to do all things to advance its objectives. This shall include affiliation to other organizations, acquiring, holding, mortgaging or charging and

disposing of assets, investing, raising or borrowing funds and accepting gifts.

ARTICLE 8: CONSTITUTENT ELEMENTS OF ASSOCIATION MEDICAL ULTRASOUND PRACITIONERS OF NIGERIA

The constituent elements of association of medical ultrasound practioners of Nigeria shall be:

- The trustees
- The advisory board/executive/patrons/trustees
- The secretariat at local government/ state / headquarters

ARTICLES 9: MEETINGS

- a. At lease one quarter of the total membership of medical ultrasound practitioners of Nigeria must be present at general meeting for its proceeding to be valid and to constitute a quorum. Each member shall have one vote.
- b. A general meeting may be convened from time to time by the president on his or her own initiative or at the request of at least two thirds of either the trustees or financial members.
- c. At least thirty days notice of general meetings shall be given to members.
- d. Proposals for resolutions to be adopted at general meetings shall be submitted in writing three weeks prior to the general meetings.
- e. The general meetings shall be convened dat least biennially.
 - i. To consider and approve policies, budgets, programmes, activities and
 - ii. To appoint advisers and sponsors who shall amongst others include, parastatals, organizations, agencies, patrons, groups or associations etc.

ARTICLE 10: COMMITTEE

There shall be as many committee as shall be deemed and considered necessary by the trustees. The members and composition of the committee shall be determined by the trustees and executives and approved by two third majority of members.

ARTICLES 11: SECRETARIAT /STATE/LOCAL GOVERNMENT OFFICES

Association of medical ultrasound practitioners of Nigeria shall establish its national headquarters secretariat in lagos State. Association of medical ultrasound practitioner of Nigeria shall establish its state and local govenmrnt offices where the objectives and programmes of association medical ultra sound practitioners of Nigeria are given a high priority and the hshot government is willing to offer facilities, accord national, international organization status, immunities and tax exemptions for the effective performance of its functions.

ARTICLE 12: FINANCES

The funds of association of medical ultrasound practitioners of Nigeria may be expended for any purpose necessary for the carrying out of its objectives including the expenses of its administration, payment of salaries, allowances, and other expenses. The president and treasurer will jointly manage the funds and operate the bank accounts. In the absence of one of the signatories the vice president, the general secretary may be authrozied to be the second/alternate signatory.

ARTICLE 13: FINANCIAL YEAR

The financial year for association of medical ultrasound practitioner of Nigeria shall be from January 1 to December 31.

ARTICLE 14: COMMON SEAL

- i. Trustees shall have a common seal.
 - ii. Such common seal shall be in the custody of the secretary general who shall produce it when required for use by the trustees.
 - iii. All documents to be executed by the trustees / executives shall be signed by such of them and sealed with the common seal.
- a. The trustees shall apply to corporate affairs commission for certificate of incorporation under the companies and allied matters act, No 1 of 1990 part C.
 - b. If such certificate is granted the trustees shall have power to accept and hold in trust all land belonging to the association of medical ultrasound practitioners and to acquire a land on behalf of the organization subject to such conditions as the commission may impose.

ARTICLE 15: AUDITOR(S)

The auditors shall be appointed at general meetings of the organization. The auditors shall audit the account of the organization from time to time or any time it is necessary. They shall be internal or external. The auditors shall be appointed by the 2/3 majority.

ARTICLE 16: AMENDMENT OF RULES

Rules of this constitution shall not be amended except by resolution approved by a two third majority of a general meeting.

ARTICLE 17: DISSOLUTION

Association of medical ultrasound practitioners of Nigeria may be voluntarily dissolved by a resolution of a two third majority of the trustees and the general meeting. Notice of the dissolution shall be given to foundations, funding agencies, including corporate sponsors, advisors/patrons.

ARTICLE 18: SPECIAL CLAUSE

- (1) THE INCOME AND PROPERTY OF ASSOCIATION OF MEDICAL ULTRA SOUND PRACTITIONERS OF NIGERIA whensoever derive shall be applied solely towards the promotion of objects of the association as set forth in this rules regulations/constitution: and no portion thereof shall be paid or transferred directly or indirectly, by way of divided bonus, or otherwise however by way of profit, to the members of association of medical ultrasound practitioners of Nigeria.
- (2) PROVIDED that nothing herein shall prevent the payment, in good faith or reasonable and proper remuneration to any officer or servant of association of medical ultrasound practitioner in return for any service actually rendered to the association of medical ultrasound practitioners of Nigeria, but so that no member of the council of management of governing body shall be appointed to any salaried office of the assocaiton of medical ultrasound practitioners of Nigeria or any office of the association of medical ultrasound practitioners of Nigeria paid by fees; and that no remuneration or other benefits in money or monies shall be given by the association of medical ultrasound practitioners of Nigeria, to any member of such council or governing body except repayment of out-of-pocket expense of reasonable nd proper rent premises demised, or let to association of medical ultrasound practitioners of Nigeria provided the provision last aforesaid shall not apply to any payment of any company to a member of association of medical ultra sound practitioners of Nigeria may be a company in which such member shall not hold more than one hundredth part of the capital, and such member shall not be bound to account for any share of profits he may receive in respect of any such payment.

- (3) NO ADDITION , alteration, or amendment shall be made to or in the RULES AND REGULATIONS / CONSTITUTION for the time being in force, unless the same have been previously submitted to and approved by the registrar –general.
- (4) In the event of a winding up or dissolution of the association of medical ultrasound practitioners of Nigeria there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be aid to ad distributed among the members of the association of medical ultrasound practitioners of Nigeria, but shall be given or transferred to some other institutions or institutions having objects similar to the objects of the association of medical ultersound practitioners of Nigeria and the body or bodies are prohibited from distributing its or their income and property amongst its or their income and property amongst its or their members to an extent at least as great as is imposed on the of medical ultrasound practitioners of Nigeria under or by virtue of the SPECIAL CLAUSE hereof, such institution or institutions to be determined by the member of medical ultrasound practitioners of Nigeria effect cannot be given to the aforesaid provision then to some charitable object.

DONE IN THE CITY OF LAGOS STATE, NIGERIA.

... .. This day of 20

President

Secretary