



The Constitution of the Law Society Njala University, Sierra Leone

FIRST SCHEDULE

SIGNED this.....day of, 2021

Sulaiman Bandajuma Sowa

.....
President

Sylvester Elleamoh

.....
Secretary General

Being the law to make provision for the constitution and regulation of the Law Society at the Department of Law, School of Social Sciences and Law, Njala University, Sierra Leone and for allied purposes

Date of Commencement

.....February, 2021

BE IT ENACTED by the President and members of the Law Society Njala University in this present plenary assembled as follows:

Article I – The Law Society

1. There shall be the Njala University Law Society at the Njala University, School of Social Sciences and Law, Bo Campus
2. The name of the organization shall be the **Njala University Law Society Sierra Leone** (hereinafter referred to as the **NULS-SL or NULS**)
3. The Society shall be an academic association constituting all law students admitted to the Law Department, School of Social Sciences and Law at Njala University, Sierra Leone pursuing Bachelor of Laws (LLB) Honours degree
4. The color of the society shall be **WHITE, ROYAL BLUE, GOLD AND BLACK**
5. The motto of the society shall be **Varitas Librabit Vos** (*The truth Shall Set You Free*)
6. The Logo of the Society shall be **the laurel wreath, Law Scale/Logo, a book and a pen with the society's name and motto on it**

Article II – PURPOSE/ primary goals of the Law Society

7. The general purpose of the Law Society shall be to function as a resource for students interested in legal education, the legal profession, and legal issues in society.
8. The society shall strive to promote legal education and ethics amongst members, the general student's body, and the country as a whole
9. In furtherance of its educational objective, the society shall organize Public lectures, debates, panel discussions, symposium, moot court competitions and related activities
10. Other similar educational programmes beneficial to the members of the society, students' body and the country as a whole
11. The society shall promote camaraderie relationship amongst members and the Students' Union body
12. The society shall
 - a. Organize regular and frequent social gatherings, and
 - b. Embark on ventures to promote social programmes
13. The foreign policy of the society shall be:
 - a. To promote the ideals of the principles of the society
 - b. The promotion of links with other similar entities within and outside Sierra Leone
 - c. The seeking of financial and educational assistance from external sources to uplift the society
 - d. The fostering of camaraderie bonds between the society and other departments, colleges, universities within and without Sierra Leone

Article III – MEMBERSHIP

14. A person shall be a member of the Law Society Njala University if:
 - a. He has been accepted and admitted as a student of the Department of Law, School of Social Sciences and Law, Njala University, Sierra Leone
 - b. He is a registered student of the Law Department, School of Social Sciences and Law, Njala University, Sierra Leone.
 - c. Records of membership details are to be kept and maintained by the Secretariat of the law Society
15. Every member of the society shall:
 - a. Abide by this constitution, respect it letters, authorities and offices established or constituted under this constitution or any other law passed by the society;
 - b. Help promote the ideals, principles, development and good name of the Society;
 - c. Not engage in any act which would lead to the disrepute of the society;
 - d. Make financial contributions stipulated by the society;
 - e. Execute task and fulfill commitments assigned by the society;
 - f. Ensure that he is formally dressed when attending classes;
 - g. Preserve and protect the property of the society; and
 - h. Refrain from the squandering or embezzlement of funds that belong to the society.

ARTICLE IV – MEEETINGS AND PROCEEDINGS

16. General meetings shall be restricted to the Society members only
 - a. Where there is a non- member he must owe his presence to the invitation of the executive of the society
 - b. In any other case, by the invitation of the general membership.
17.
 - a. Every member of law society is entitled to one vote in every meeting where members are voting on an issue
 - b. Can raise up an issue during the meeting but with the consent of the president
 - c. Non-members shall have non-voting right
 - d. Any proposed action at a General meeting shall be approved by a two-thirds majority of those members present at the meeting.
 - e. Where there is tie, the President may have a casting vote
 - f. The membership must be notified of the date of the General Meeting, at least 7 days for annual general meetings.
18. Members of the society present in a general meeting shall
 - a. Sign an attendance register
 - b. Comport and refrain themselves from comments and activities that would distract the meeting, and
 - c. Communicate in English language
19. The president shall:
 - a. Preside as chairman over all executive and general meetings

- b. Commence and bring a meeting to an end

20.

- a. If the president is absent or late thirty minutes after the fixed time for holding the meeting the Vice President shall preside
- b. In the case where both the president and the vice president are late or absent the Secretary General shall preside
- c. In the absence of the president, the vice president, and the secretary General there shall be an adjournment of the meeting
- d. A member who is late or absent shall state his reason for being late in the meeting, or the next meeting for being absent

ARTICLE VI – THE SUPERVISOR OF THE LAW SOCIETY

21.

- a. There shall be supervisor of the society.
- b. The Supervisor shall be appointed by the head of Law department, Njala University
- c. A person shall be qualified to be Supervisor of the society, if he is a lecturer at the department of Law, school of Social Sciences and Law, Njala university
- d. The Supervisor shall be responsible for overseeing the affairs of the society and conducting elections of executive members

Article V – THE EXECUTIVE, QUALIFICATIONS AND ELECTION OF OFFICIALS

22. The businesses of the Society shall be managed by an Executive consisting of six elected members. The Executive of the society shall comprise the:

- I. President
- II. Vice President
- III. Secretary General
- IV. Public Relations Officer
- V. Financial Secretary
- VI. Organizing Secretary

19. QUALIFICATION TO HOLD EXECUTIVE POST

A person shall be qualified to contest for an office of the executive of the Law Society where:

- a. He is a registered law student of Njala University pursuing an LLB (Hons) degree
- b. He must have spent one academic year in the department of law and should have taken the annual academic examination conducted by the university.
- c. Such persons must have been promoted to the next class with a minimum of **3.6** grade point.

20. ELECTION OF OFFICIALS.

- a. The general elections of executive members shall be conducted prior to the commencement of the second semester examinations of every academic year.
- b. Elections shall be conducted by secret ballot and simple majority.
- c. A candidate shall be nominated by a member of the society and such nomination must be seconded by another member.
- d. Candidate shall pay the registration fee determined by the executive.
- e. The Supervisor shall be the Chief Electoral Officer in all elections and shall be assisted by three students selected by him on the day of the elections.

21. Nomination of Candidates

- a. Nominations for candidates in the respective positions shall be done a week ahead of the elections
- b. elections and announcement of the result of elections shall be conducted on the same day
- c. The nominations, elections and announcement of result shall be conducted as follows:
 - I. Organizing Secretary
 - II. Public Relations Officer
 - III. Financial Secretary
 - IV. Secretary General
 - V. Vice President and
 - VI. President
- d. Provided there is a tie a re-run shall be conducted and the winner shall be determined by a simple majority

22. ELECTION PETITION

- a. Any action for redress concerning electoral fraud, misconduct, impropriety or contention shall be commenced by way of petition to the Head of Department
- b. Such petitions must commence before the officer takes the oath of office.
- c. A candidate so petitioned shall be set aside until the HOD decides otherwise
- d. No official shall commence the duties of his office without taking the oath of office as set out in the second schedule

23 THE PRESIDENT

- a. There shall be an executive President of the Law Society, Njala University and shall:
 - I. Be the head of the Executive and the Law Society;
 - II. Be the custodian of the constitution;
 - III. Be the principal representative of the society;

- IV. Call and chair meetings of the Law Society at least once a month;
- V. Oversee the functioning of other Executive Members and report to the General Meetings;
- VI. Be the spokesperson of the Organization for general purposes;
- VII. Propose new special programs and activities to the General Meeting for deliberation;
- VIII. Make other appointments to assist in the functions of the society subject to the approval of the executive body.

24 The tenure of the president

- a. The President shall run a term of not more than an academic year

25. Vacancy in office of the President

- a. In an event where the President is absent in the performance of his duties by reason(s) of infirmity, physical incapacity, death or resignation, the Vice President shall be the President and the incoming Vice President shall be the next-in-line Executive member according to their hierarchy as provided by this Constitution

26. The Vice President

There shall be an Executive Vice-President of the Society and shall:

- a. Be the principal assistant to the President
- b. In the absence of the president, act as President.
- c. Be primarily responsible for the logistical arrangements needed for the law society and for regular communication with the University Administration;
- d. Be the Head of the committees appointed by the President.

27. Tenure of office of the Vice President

- a. The Vice President shall run a term of not more than an academic year.

28. Vacancy in office of Vice President

- a. In an event where the Vice President is absent in the performance of his duties by reason(s) of infirmity, physical incapacity or death or resignation, the next-in-line Executive member shall be the Vice President.

29. The Office of the Secretary General

There shall be a Secretary General and shall:

- a. Be responsible for all secretariat matters of the society;
- b. Be the scribe and shall be responsible for keeping of records of both executive and general meetings;
- c. Prepare and present minutes of both executive and general meetings;
- d. Keep all non-financial records or correspondences of the Law Society

32. Tenure of Office of the Secretary General

- a. The Secretary General shall run a term of not more than an academic year

33. Vacancy in office of the Secretary General

- a. In an event where the Secretary General is absent in the performance of his duties by reason (s) of infirmity, physical incapacity, death or resignation, the society shall conduct a bye-election to fill in the post where there is not less than three months to end the tenure of the existing society executive.
- b. The President in consultation with the other executive members shall by resolution appoint an acting Secretary General where the period left is less than three months and such appointed person shall be the Secretary General till the end of the Term of the executive

34. The office of the Financial Secretary

- a. There shall be a Financial Secretary and shall be in charge of the society's finances
- b. In the exercise of his duties, the Financial Secretary shall be subject to the control and supervision of the President
- c. He/she shall record all financial transactions of the society correctly and update the Executive and General Membership when call upon to do so, and must give a Financial Report especially at the end of his/her term.
- d. Keep all Financial Records of the Society and Report to the Executive and General Membership on the Organization's Finances.
- e. Overseeing all Income and Expenditures of the Law Society.

35. Tenure of Office of the Financial Secretary

- a. The Financial Secretary shall run a term of not more than an academic year

36. Vacancy in office of the Financial Secretary

- a. In an event where the Financial Secretary is absent in the performance of his/her duties by reason(s) of infirmity, physical incapacity, death, or resignation he/she shall be replaced by the Society shall at all circumstances conduct a bye election to fill in the vacancy.

37. The office of the Public Relations Officer

- a. There shall be the office of The Public Relations Officer and shall:
- b. Serve as the link between the executive and the general students' body
- c. Serve as the link within and outside campus
- d. Be the liaison officer between the public and the society

38. Tenure of Office of the Public Relations Officer

- a. The Public Relations Officer shall run a term of not more than an academic year

39. Vacancy in office of the Public Relations Officer

a. In an event where the Public Relations Officer is absent in the performance of his duties by reason(s) of infirmity, physical incapacity, death or resignation, he/she shall be replaced. The Society shall at all circumstances conduct a bye election to fill in the vacancy.

40. The office of the Organizing Secretary

There shall be the Office of the Organizing Secretary and shall:

a. Be the chief planner of Symposia, Public Lectures, Debate, Moot Court, Dinners, Parties, and other activities organized by the Society.

b. His functions are subject to the supervision of the President

c. In carrying out his or her responsibilities, he or she may call on the assistance of any member of the Society in pursuance to his task in the interest of the Society's Programmes or Activities.

41. Election of the Organizing Secretary

- a. The Organizing Secretary Candidate shall appoint his/her Deputy as running mate according to the grade point and level requirement in every election and accordingly so, the running mate shall run alongside the Organizing Secretary

42. Tenure of Office of the Organizing Secretary

- a. The Organizing Secretary shall run a term of not more than an academic year

43. Vacancy in office of the Organizing Secretary

- a. In an event where the Organizing Secretary is absent in the performance of his duties by reason(s) of infirmity, physical incapacity, death or resignation, the Deputy Organizing Secretary shall be the Organizing Secretary till the end of the Term and accordingly the incoming Deputy shall be the next-in-line Executive member

44. The Whip

- IX. a. There shall be the office of a Whip in the person of a well disciplined and role model student with clean records appointed by the President subject to the approval of the executive body whose;

- b. Duty shall be to enforce discipline and code of conduct required by all law students
- c. His functions are subject to the supervision of the President
- c. Office tenure shall not be more than an academic year
- d. The Whip shall be removed from office if he fails to perform his duties in line with this constitution

ARTICLE VII – FINANCIAL STRUCTURE

45.

- a. The society shall keep detail record of all incoming and outgoing funds along with details of receipts for each transaction.
- b. The President or Secretary General, Financial Secretary shall be the only persons authorized to sign for transactions, and all checks will require two signatures.
- c. All financial activities shall comply with the university policy and or laws and the State laws on appropriate use of funds.

ARTICLE VIII – COMMITTEES

46

- a. Committees shall be formed on the basis of need as determined by the president together with his Executive Officers.

CHAPTER IX- DISCIPLINE

47

- a. Officials of the Executive shall be impeached by a two third majority vote of the society's membership upon proof of malfeasance, theft, or neglect of duties. In such a case a bye-election may be held for the membership to vote according to the normal procedures.
- b. If any executive member is considered to be failing in his duty as an executive member, a vote of impeachment may be proposed either by the President or five other Executive members.

CHAPTER X- FINANCE

48. Bank Account

The society shall operate a current account at any Reputable Bank in in Sierra Leone preferably within the Bo Municipality

49. Signatories to the Bank Account

a. The signatories to the society's account shall be:

- i. The Supervisor
- ii. The President,
- iii. The Financial Secretary
- iv. The Secretary General

50. Withdrawals

All withdrawal bills shall be signed by the Supervisor and any other being the President, Financial Secretary, or Secretary General of the Law Society

Financial Report

51. Financial Recording and Reporting

The Financial Secretary shall, at the end of tenure of the executive, prepare and present a financial report to the general body of the society on the handing over ceremony.

52 SOURCES OF SOCIETY FINANCE

The income of The Law Society shall be derived as follows:

- a. Yearly subscriptions from members
- b. Proceeds from fund raising activities
- c. Donations
- d. Project proposal, and
- e. Any other legitimate means

CHAPTER XI- GENERAL APPEALS

53. Appeals upon Impeachment

- a. For the purposes of the removal of an Executive Member by impeachment as provided in this constitution, the supervisor shall be permitted to attend the meetings and not vote on the proceedings.
- b. An appeal shall be heard after a week of the membership's vote if requested by the impeached member.

- c. The Supervisor shall chair a panel made up of the HOD and Administrator to hear the Appeal.
- d. The Appeal decision shall be final.

54. APPEAL ON ELECTION RESULT

Any action for redress, concerning electoral fraud, misconduct, impropriety or contention shall be commenced by a way of petition letter within a week to the Head of Department and accordingly the panel in section 53 (c) above shall apply.

ARTICLE XI AMENDMENTS

55. Constitutional amendments.

This Constitution shall only be changed as follows:

- a. This constitution shall be amended by two-third majority of the general membership present in a meeting called for the said purpose, under the supervision of the Supervisor of the Society.
- b. At least five working days' notice of such a meeting shall be given to all society members.
- c. Any change in the Constitution shall be submitted to the Secretary General for prior recording and approval
- d. Once the Secretary General approves of the changes, the previous version of the Constitution shall be considered obsolete and two hard original copies shall be kept, one at the Society Secretariat and another at the Law Library.

56. The Sources of Law

The source of law of The Njala University Law Society Shall include:

- a. This constitution
- b. Rules made by and under the authority of the membership
- c. The Society Social Media Group Rules and;
- d. Other rules made by the Executive for administrative purposes which rules and those herein above mentioned should not contravene any of the provisions of this Constitution.

SECOND SCHEDULE

OATH OF OFFICE

I..... in the Name of God/Allah solemnly swear or affirm, that I will uphold the values of the Law Society, and execute and discharge my duties as(Executive Position) of The Njala University Law Society with diligence, fairness, commitment, and in the best interest of the General Membership of the society and the University through my ability.

SO, HELP ME GOD/ALLAH!

Below is The Society's logo for official use



NJALA UNIVERSITY LAW SOCIETY

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