Agents and the body or bodies are prohibited from distributing its the income and property amongst its member, I the properties are sold the proceeds should be handed over to charitable organization.

This Constitution was adopted by the Task Force on this_____ day of _____2024

FOR AND ON BEHALF OF THE
NATIONAL COMPLIANCE JOINT TASK FORCE OF CLEARING AGENTS.

CHIEF DR. BASIL NWOLISA PRESIDENT	MR. EZEKIEL ONUOHA SECRETARY

CHIEF EMEKA DENNIS ONYEJEAGBU
VISIONER OF N.C.J.T.F.L.C.A

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SECTION 35

SPECIAL CLAUSE

1. The income and property of the of National Joint Task Force of Clearing Agents however shall be applied solely towards the promotion of the objectives of the NATIONAL COMPLIANCE JOINT TASK FORCE OF CLEARING AGENT as set forth in the constitution; and no portion thereof shall be paid or transferred directly or indirectly by way of a dividend bonus or otherwise by way of profit to the member of the NATIONAL COMPLIANCE JOINT TASK FORCE OF CLEARING AGENT Provided that nothing herein shall prevent the payment in good faith of reasonable and proper remuneration to an officer or servant of the NATIONAL COMPLIANCE JOINT TASK FORCE OF CLEARING AGENT, In return for any service actually rendered to the Task Force No member of the council of management of governing body shall be appointed to any salaried office of the Task Force.
   (a) That no remuneration or other benefit in money shall be given by the Task Force to any member of the councils or governing body except repayment of out of pocket expenses or reasonable and proper rent for premises, leased or let to the Task Force Provided that the provision last aforesaid shall not apply to any payment to any company of a member of the National Compliance Joint Task Force of Clearing Agents if, it is company in which such member does not hold more than one hundredth part of the capital and such member shall not be bound to account for any share or profits he may receive in respect of any such payment.
2. In the event of winding-up or dissolution of the NATIONAL COMPLIANCE JOINT TASK FORCE OF CLEARING AGENT and there remains after the satisfaction of all debts and liabilities, any property whatsoever, the same shall be given or transferred to some other institution or institutions having objectives similar to the objectives of National Compliance Joint Task Force of Clearing

SECTION 34

AMENDMENT:
This Constitution shall only be amended, altered or repealed wholly or in part by at least two-third votes of member of the Task Force present in its general meeting.

PREAMBLE:

Whereas:

1. We the members of National Compliance Joint Task Force of Clearing Agents hereby give ourselves and vowed that this document shall bind us in all our actions and decisions pertaining to this organization.
2. Any decision or action inconsistence with any provisions of this constitution shall be null and void.
3. This organization shall be non religious, non partisan and non cultural, but only focusing on integrity, transparency and accountability.

i. CITATION:
This Constitution shall be cited as the Constitution of National Compliance Joint Task Force of Clearing Agents. The content shall be cited in sections, sub-section, paragraph and sub-paragraph.

ii. COMMENCEMENT:
This Constitution shall take effect on 8/Dec/ 2024 as proclaimed by 2/3 majority of Board of trustees.

iii. MOTTO:
The motto of the National Compliance Joint Task Force of Licensed Clearing agents shall be Integrity, Transparency and Accountability.

iv. SYMBOL:
The symbol of Task Force shall be represented by an eagle bird, ship, delivery truck and airplane interposed on a rectangular shape, compressed in on all sides with the acronym N.C.J.T.F.C.A written on the inside of oval shaped circle

v. SECRETARIATE/REGISTERED OFFICE:
The Task Force secretariate headquarters shall be located in Lagos State of Nigeria or at such a place the Task Force may by two third

INTERPRETATION

In this Constitution the context otherwise admits "BOARD" Means Board of Trustee.
(N.C.J.T.F.L.C.A). National Compliance Joint Task Force of Licensed Clearing Agents
An "OFFICER" means an elected or approved officer of the Task Force either in the national office or Zone or chapter.

"BOARD" means Board of Trustee.

"AN OFFICER" means an elected or appointed officer of the Task Force of Licensed Clearing Agents either in the Zone or chapter or in the National Office as the case may be.

"BONAFIDE MEMBER" means a corporate person who is a member of the Task Force subject to this constitution.

"A PERSON" means the National Compliance Joint Task Force of Licensed Clearing Agents corporate member and includes a person authorized as an agent, privy or servant of the corporate member of the Task Force including always a person acting in his personal capacity.

"TRUSTEE" means a trustee subject to section 675 of companies and Allied Matter act 1990, appointed or elected in his personal capacity by the Association for that purpose in an Annual General Meeting of the Association.

"GROSS MISCONDUCT" means insubordination, a grave violation or a breach of the provisions of this constitution or a misconduct of such nature which in the opinion of the (N.C.J.T.F.E.C), the C.E.C or the Task Force is gross misconduct.

"CONTRACTORS" includes a person not subject to this constitution but who is engaged to work for the Task Force on contract basis.

SECTION 33

NATIONAL PLEDGE
We pledge integrity, transparency and accountability in all our operations, upholding the highest standards of professionalism in it all.

OATH OF OFFICE/ALLEGIANCE:

I _____National President, National Vice President, National Secretary etc, Chapter Chairman, Vice Chairman, Secretary etc, of the National Compliance Joint Task Force of Clearing Agents, do hereby swear/affirm that I shall be faithful and dedicated in executing the duties of my office. I shall uphold and abide with the provisions of the constitution of the National Compliance Joint Task Force of Clearing Agents, I shall not by virtue of my position as the_____(State the position) of the Task Force intimidate, victimize or oppress any member of the Task Force. I shall defend; protect the image, name, fame and reputation of the Task Force. I shall also bear true allegiance to the Task Force, bring glory to the Task Force and direct my actions to the fulfillment of the aims and objectives of the Task Force.
So help me God.

SIGNATURE:_____

OFFICE: _____

NAME OF OFFICE: _____

DATE: _____

SECTION 32

1) EMERGENCY POWERS OF THE ZONAL COORDINATOR

I. The Zonal Coordinator shall in the exercise of his emergency power have the power to suspend any Chapter Executive that fail to fulfill their obligation to the National headquarters and appoint immediately a caretaker from amongst the other member of the chapter as an administrator and report same at the next N.C.J.T.F.L.C.A.E.C.

II. Such emergency powers shall be in operation for not more than ninety (90) days during or immediately after which election shall be held to fill all the vacant position in that chapter.

III. No member of the suspended or dissolved Executives Committee of the chapter, shall if found guilty be qualified to stand for election into the Chapter Executive Committee for 4 years, after which any or all of them shall be qualified so to do.

IV. Where the Zonal Coordinator in the exercise of such emergency power suspended the entire Executive Committee of a chapter he shall report in writing to the National Executive Council and the Board of Trustees within two (2) weeks of such suspension.

V. The board of Trustee shall direct N.C.J.T.F.L.C.A.E.C to make arrangements for elections into the Executive Committee of the chapter.

OTHER EMERGENCY POWERS

Where any issue or matter arises which is not covered or contemplated in this constitution the BOT and or N.C.J.T.F.L.C.A.E.C shall have power to take decision for immediate resolution of the issue.

"A MEMBER" has the meaning assigned to it (iii) section of this constitution.

"TENURE OF OFFICE" shall not affect the Legal Advisers) of the Task Force whose appointment and removal shall depend on the terms of agreement.

"N.C.J.T.F.L.C.A" National Compliance Joint Task Force of Licensed Clearing Agents

"C.A.C" – CO-OPERATE AFFIARS COMMISSION

"MEMBER": A person who has met all requirement for membership stipulated at section of this constitution.
"HIS" refers to member of the Task Force of Clearing Agents

TENURE OF OFFICE: The tenure of office shall not affect the legal advisers of the Task Force of Clearing Agents whose appointment and removal shall depend on the terms of agreement.

SECTION 1

NAME: The association shall be known, called and addressed as National Compliance Joint Task Force of Clearing Agents herein after referred as the "TASK FORCE"

SECTION 2

SUPREMACY/JURISDICTION: This Constitution shall inherently and adherently hold supreme and its provisions shall be binding on all persons and authorities subject to the Task Force.

SECTION 3

VISION STATEMENT: To be the foremost catalyst for integrity, transparency, accountability and corruption free practice in the freight forwarding business and Nigerian economy at large

MISSION STATEMENT: To continually maintain a level plane business atmosphere, devoid of corruption, double standard, deceit and nepotism by creating, shaping and applying a high moral standard that will cascade a progressive working environment in Nigeria freight forwarding business.

SECTION 30

DEATH, OTHER CEREMONIES:
Where an authorized representative or servant of a member is deceased or is hosting a social function the association may if it deems it necessary, be represented at the funeral or as may be approved by the N.C.J.T.F.L.C.A.E.C. and may equally receive such things, gift, and donations as may be presented to it. Replacement of deceased officer shall be by bye-election, same as an officer who resigned or is removed.
The organization shall present an amount of money to the celebrant as may be approved by welfare unit and National Executive Council.

SECTION 31

CEREMONIES
The Task Force shall convene and hold such ceremonies, as may be deemed fit by N.C.J.T.F.L.C.A.E.C.

SECTION 29

MISCELLANEOUS PROVISIONS

1. **LEGAL ADVISER:** The chapter executive committee and the National Executive Council shall appoint their respective Legal Adviser(s) for legal advice;

In the case of the National Headquarters, a National Legal Adviser(s) shall:

(a) Be a member of the Disciplinary Committee.
(b) Attend the meeting of the committee when invited to do so.
(c) Give legal advice, legal opinion or take other legal measures or action for the Task Force as the case may be.
(d) Do other things the Task Force may from time to time specify and instruct.

2. ALLOWANCE/OUT OF POCKET EXPENSES

The Task Force shall from time to time pay out or refund to its members or officers such amount of money as allowance or out of pocket expenses as the President of N.E.C may approve or direct Provided that such amount spent or such allowance is properly recorded and accounted for:

(a) The Board of Trustees shall be entitled to 20% remittance from the chapters.
(b) Nothing in this constitution shall preclude the Task Force from paying for service done to it by members, or its servant's representative or contractors.

SECTION 4

AIMS AND OBJECTIVES: The aims and objectives of the Task Force shall be as follows:

a) To protect and promote the image, fame and integrity of all affiliated Cooperate bodies in all their business activities with the Nigeria Customs Service and other Agencies concerned with the business of Freight forwarding in Nigeria.
b) To bring together all importers and exporters in Nigeria under one umbrella and to promote and protect their interests.
c) To project and boost the trading image of Nigeria both locally and internationally.
d) Identify and expose those undermining the economic growth of the country and bringing them to book.
e) To intercept and cause to be confiscated any smuggled unlawful or illegal goods and ensure that the culprits are apprehended by the relevant security agencies or law enforcement agencies
f) To work with all Government Agencies and Companies at all levels to achieve the utmost desired results of the Trade Facilitation and to take the Economy to the next level.
g) To act as a united front and forum through which the desire and demand of the affiliated of Clearing Agents or Cooperate bodies would be realized.
h) To pursue, arrest, detain and prosecute corrupt government officials within the port and entry point to Nigeria within the boundaries of our laws in Nigeria.
i) Has power to pursue the sanction of erring organization, cooperate bodies, individuals and officials of government seen to be corrupt and operating under suspicious ways that could spike civil unrest and disobedience from members and cooperate entities within the various groups in the industry.
j) To be the voice of the various affiliated Clearing Agent/Cooperate bodies and Associations in their dealings with other Government Agencies related to freight forwarding.
k) To organize from time to time, meetings, seminar, workshop conferences, symposia and ceremonies and other meeting with the Nigeria Custom Service, Clearing Agents and other affiliated bodies for the advancement of the set objectives of the Task Force.
l) To submit memoranda or suggestions or draft in respect of any legislations concerning and affecting the activities of the Task Force.
m) To assist the government in collecting revenues from the freight forwarders practitioners evading payment of duties;
n) To collecting and pass relevant information desirable for the well-being and promotion of its affiliated Clearing Agents and Cooperate bodies.
o) To ensure decorum, order, discipline and unity amongst Clearing Agent and other affiliated Cooperate bodies

SECTION 5

MEMBERSHIP

1) Membership of the Task Force is mainly drawn from affiliated Customs licensed Agents, Maritime Practitioners, and any other entity engaged in freight forwarding business who are inco-coorporated under the Companies and allied matter Act 2020
2) Notwithstanding Sub-Section of this section no person shall be a member of the Task Force.
   a) If he is not a member of any of the Affiliated Licensed Customs Agent or cooperate bodies engaged in freight towards business in Nigeria.
   b) If he has been convicted of any crime involving dishonesty or fraud
   c) If he is not dully certified and cleared in accordance with this constitution
3) **REGISTRATION OF MEMBERS:** In pursuance of sub section (1) of this section no person shall be admitted and recognized as a member of the Task Force if he has not registered fully in accordance with the provision of this Constitution.
   a) For the purpose of registration, a prospective member shall make an application in writing to Task Force headquarters, through his Chapter within the area of operation where upon the concerned chapter executive council or committee setup for that purpose shall recommend the applicant to the National Compliance Joint Task Force of Clearing Agents
   b) An application shall be sponsored or referred by at least two financial member at the Chapter level.

LOSS OF MEMBERSHIP

1) A person shall lose his membership of the Task Force if he is no longer a member of the Cooperate bodies that sponsored or appointed him to the Task Force.
2) If he is dead, or totally incapable of discharging his duty as a member of the Task Force
3) If the person is withdrawn from his parent association as a member of the Task Force however only
   after, the following conditions are met;
   a) A letter to the National Compliance Joint Task Force of Clearing Agents stating the offence of the member with evidence and witness to the crime committed.
   b) After the National Compliance Joint Task Force of Clearing Agents has set up a committee to review the case of the member and recommendation given to that effect.

SECTION 28

ARBITRATION

1. Notwithstanding anything to the contrary, no member as an individual or in his corporate capacity shall commence, institute or take a legal action against the Task Force or its officials or trustees without exhausting the remedies provided in this Constitution.

2. All dispute, difference and claims between a member and the Task Force or its officials or vice versa shall be resolved by resort to Arbitration in accordance with the provisions of the **ARBITRATION AND MEDIATION ACT, 2023.**

3. Any person subscribing to the membership of this Task Force is deemed to have agreed to this provision as a condition of his membership.

4. The aggrieve person shall give notice to the BOT to call for Arbitration Panel.

5. The BOT shall constitute a panel in conjunction with the aggrieved party.

SECTION 27

COMMITTEES:

1) The Chairman of the Chapter or the National President shall have powers to set up from time to time such Ad-hoc committee(s) he shall deem fit and necessary for the execution of the functions of his office.

2) They shall establish the following standing committees:
   (a) Chapter Disciplinary Committee under the Chairman or the VICE CHAIRMAN.
   (b) National Disciplinary Committee under the President or the VICE PRESIDENT.
   (c) Election commission (J.T.F.E.C) under the supervision of the BOARD OF TRUSTEES.
   (d) Organization, Protocol and Security Committee shall be under the Chairmanship of the **NATIONAL PUBLICITY SECRETARY.**

3) (a) The Chapter Disciplinary Committee shall comprise of the Vice Chairman of the chapter as the Chairman, A legal adviser as the secretary and three other members to be appointed by the Chapter Executive Committee.
   (b) The committee shall submit its report or recommendations to the Chapter Executive Committee or the National Executives' Committee as the case may be.

4. The National Complaints, Investigation and Disciplinary Committee shall comprise of the President, the National Legal Adviser and the secretary and (3) other member to be appointed by the National Executive Committee.
   i. The committee shall have powers to investigate, hear and determine any matter brought before it by member of the National Executive Council and report to the Vice President for discipline.
   ii. The committee shall submit its reports or recommendation to the National Executive Council or the Board of Trustees as the case may be.

SECTION 6

NATIONAL COMPLIANCE JOINT TASK FORCE OF LICENSED CLEARING AGENTS EXECUTIVE COUNCIL

1) **COMPOSITION:** The National Compliance Joint Task Force Executive Council, hereinafter referred as the "TASK FORCE COUNCIL" shall consist of the national president as the "CHAIRMAN" the Vice President as the Vice Chairman, the National Secretary as the Secretary, members of the Board of Trustee and all other officers nominated into the National Compliance Joint Task Force Council and such other persons the Task Force Council may from time to time appoint to its membership.
2) The "PRESIDENT" shall be nominated or appointed by all the affiliated associations or Co-operate bodies to the Task Force at an event scheduled for that purpose. It shall be by majority vote of the daily duty elected chairmen of the various affiliated Cooperate bodies and association.
3) The pioneer President of the N.C.J.F.L.C.A. Shall have a Four(4) year term and is eligible to stand for second term in office.
4) Subsequent National Presidents shall be elected for Four(4) years and shall be eligible for second term of four(4) years;
5) The election of the next president after the pioneer President has exited office shall be on rotational basis amongst the various affiliated agencies and there shall be priority of membership strictly on alphabetical order of the names of the associations board affiliated to cooperate bodies of the Task Force
6) The other officers of the National Compliance Joint Task Force Council shall be elected through secret ballot voting.
7) The Visioner N.C.J.F.L.C.A (Chief Dennis C. Onyejegbu) shall be a life member of the Board of Trustees of National Compliance Joint Task Force of Licensed Clearing Agents. He shall also sign the Constitution along side, National President and General Secretary

8) The Ministry of finance, represented by Nigerian Custom Service shall have a non-executive member on the Board of Trustee.

FUNCTIONS OF THE NATIONAL COUNCIL

(a) The Council shall be the highest decision and policy making body of the Task Force

(b) Take all necessary and reasonable measures in accordance with the provisions of this Constitution to ensure law and order in the Task Force.

(c) Ensure that the set aims and objectives of the Task Force are achieved and realized.

(d) Explore every lawful avenue to generate funds for the Task Force.

(e) Plan, organize or hold launch, Appeal for funds, end of year party, Symposia, public lecturers, seminars, workshop or any other ceremony or activities the Council may deem fit and necessary.

(f) Have the power to discipline any member of the Council who, in the opinion of the Council is engaged in activities and/or utterances detrimental to the interest of the Task Force and shall have the power to set a Committee for that purpose.

(g) Appoint, ratify, confirm or dissolve the appointment(s) of any or all members of Standing or Ad-hoc Committees and any other official so appointed for the Task Force.

(h) Represent the Task Force or delegate such power to the National President or any officer authorized so to do in any capacity the Council may deem fit.

(i) Recommend amendments to this Constitution.

(j) Have powers to dissolve or suspend any Zone or Chapter Executive(s) Council whose activities are anti or inconsistent with the provisions of this constitution.

(k) Do or cause to be done any other thing which the Council may approve for the betterment of the Task Force and the welfare of its members.

6. Any person subject to this Constitution is convicted of criminal offence by a court of competent jurisdiction in Nigeria in relation to any conduct or transaction made under this constitution shall cease to be a member of this Task Force provided the conviction is not appealed against.

7. In pursuance of this section, it shall be unlawful for any member to use an abusive word, defamatory language or make such sarcastic statement or comments capable of exciting disaffection or disorder amongst the members.

8. Any person who is not satisfied with the decision of the disciplinary Committee at the Chapter level shall have the right to appeal to the National Executive Council, whose decision on any matter shall be final.

9. Unless as may be otherwise specifically stipulated in any part of this constitution, any offense committed in breach of the norms, ethics customs, or regulations of the Task Force or such other offences committed either by omission, negligence constitutionally with sanctions proportionate to the offence committed.

10. Where a case of embezzlement, fraud or gross financial misappropriation is established or made against any member or officials, the Task Force shall deal with the member or official Constitutionally and or apply appropriate legal measures or actions against the member or the official.

11. No member or the Task Force dismissed from either the public or private sector shall be eligible to hold any office within the Task Force.

SECTION 25

VOTING: Save as may be otherwise directed by the Task Force, the voting system shall be by secret balloting or such other system the N.C.J.T.F.L.C.A.E.C may decide for fairness and expediency.

SECTION 26

DISCIPLINE:

1. Members of the Task Force shall conduct themselves in proper manner during any gathering of the Task Force and beyond.

2. A person subject to this Constitution shall not be punished by the Task Force unless in accordance with this Constitution.

3. No person shall be disciplined. Punished or made to suffer in the Task Force except in accordance with this Constitution, therefore where a member or its servant or representative contravenes any rule, order, regulation or law of the Task Force, the Task Force shall cause the member to be heard by the Disciplinary Committee through its servant or representative.

4. Where any dispute or matter arises between a member and or member(s) of the Disciplinary Committee the members of the Disciplinary Committee shall not be competent to hear the matter and shall refer the dispute to the N.C.J.T.F.L.C.A.E.C.

5. Any person whose utterance, activities or business is anti- Task Force or inconsistent with any rule, order, regulation or law of the Task Force shall be liable to face or be tried by the Disciplinary Committee.

SECTION 7

ADMINISTRATIVE STRUCTURE

PRESIDENT
VICE PRESIDENT
DIRECTORATE OF ADMINISTRATION
UNITS:

1. Appointment and Promotion
2. Welfare and Discipline
3. Media and Public Relations

DIRECTORATE OF FINANCE
UNITS:

1. Budgets
2. Audit
3. Finance and Account
4. Procurement

DIRECTORATE OF LEGAL SERVICES AND ENFORCEMENT
UNITS:

1. Legal Services
2. Enforcement
3. Intelligence/Investigation
4. Special Duties

DIRECTORATE OF STRATEGY AND INTER-GOVERNMENTAL RELATION
UNITS:

1. Shipping and Terminal
2. Government Agencies
3. Training, Research and Documentation

SECTION 8

NATIONAL OFFICERS: The National Compliance Joint Task Force of Clearing Agents shall be governed and administered by the following officers which shall be known as the National Executive Council comprising of:

(a) National President
(b) Vice President
(c) National Secretary
(d) Assistant National Secretary
(e) National Financial Secretary
(f) National Treasurer
(g) National Publicity Secretary
(h) Zonal Chairmen
(i) Chapter Chairmen
(j) Chapter Secretaries
(k) Special Adviser on Inter-Agencies
(l) And such other officers, special advisers or committees as the Task Force may deem necessary to be elected or appointed.

3. **MODE OF ELECTION:** A candidate(s) vying for any position established in this constitution shall:
   (a) Present a clearance and an authority letter from bona fide member of the NATIONAL COMPLIANCE JOINT TASK FORCE OF LICENSED CLEARING AGENTS.
   (b) Declare and give notice in writing addressed to the N.C.J.T.F.L.C.A.E.C President of his interest to contest the election.
   (c) Pay such fees as approved by the N.C.J.T.F.L.C.A.E.C.

4. The election shall be conducted within three (3) months prior to the Expiration of the TENURE OF THE CHAPTER EXECUTIVE COMMITTEE AND THE NATIONAL EXECUTIVE COUNCIL as the case may be.

5. A candidate for the election shall have the right:
   (a) To campaign or canvass for votes
   (b) Issue manifestoes
   (c) Declare his program of action, and
   (d) Carry out all other things directed by the electoral regulations.

6. The election shall be held on a date and place to be designated by the N.C.J.T.F.L.C.A.E.C,

7. A candidate with a simple majority of vote shall be declared the winner for any contested office and a sole candidate for any contestable office at the close of nominations shall be returned as un-oppose.

SECTION 24

ELECTION:

1. Election of the National Executive Council shall be held during the last National Executive Council meeting at the end of each tenure.
2. Such election shall be conducted within three months prior to the end of tenure of each administration. All Elections shall be governed by the following provisions.
   (a) In the case of chapter, the Chairman of the N.C.J.T.F.L.C.A.E.C shall by a PUBLICATION 3 months before the expiration of tenure of the administration lift the ban on campaign within themselves.
   (b) In case of the National Executive Committee, the President of Task Force shall by a PUBLICATION made 3 months before the expiration of the National officer's tenure lift ban for campaign into the various offices, this campaign must be among themselves.
   (c) A body to be known as the **NATIONAL JOINT TASK FORCE OF LICENSED CLEARING AGENTS ELECTORAL COMMITTEE** (N.C.J.T.F.L.C.A.E.C) shall be established. Its members shall be appointed by the Board of Trustees to conduct the elections. Joint Task Force Electoral Committee (J.T.F.E.C) shall in collaboration with B0T have the power to fix the election fees and timetable.
   (d) The election commission (hereinafter referred to as J.T.F.E.C ") shall have a Chairman who shall be called RETURNING OFFICER.
   (e) J.T.F.E.C shall have powers to:
      i. Screen, reject, disqualify, suspend or cause to be suspended the candidature of candidate(s) for the election who has not satisfied the provisions of this constitution.
      ii. Announce, publish or cause to be announced or published the results of the elections in such manner as it may deem fit.
      iii. Formulate its procedure for the election.

SECTION 9

FUNCTIONS OF THE NATIONAL EXECUTIVE COMMITTEE:

1. **THE NATIONAL PRESIDENT:** The National President shall perform the following functions;
   (a) Be the Chief Executive Officer of the Task Force.
   (b) Preside over all General Executive and Emergency meetings of the Task Force.
   (c) Represents the Task Force at any meeting or function where the presence of the Task Force is required. He may delegate Such powers to the National Vice President or any other officer.
   (d) Be signatory to all approvals of the Task Force's financial transactions.
   (e) Present Annual Budget of the Task Force to the National Executive Council or anybody of the Task Force appointed for that purpose.
   (f) Present President address/report of the Task Force during the Annual General Meeting or at such other time the N.E.C may deem necessary.
   (g) Appoint and inaugurate members of special, standing and Ad-hoc Committees or other officers when and where necessary.
   (h) Receive on behalf of the Task Force reports and recommendation from panels, committees or other bodies set up by the Task Force.
   (i) Be entitled to only one vote during elections and casting vote in case of a tie and to rule with finality in any controversial matter for which a decision has not been conclusive.
   (j) Endorse, sign, countersign, or approve the Task Force's minute of meetings and such other documents or correspondence as may from time to time be approved by the national Executive Council.
   (k) Swear in members of the Chapter Executives Committee, officials, appointees and other officers other than elected members of National Executive Council.

(l) Do or cause to be done any other duty or things incidental to his oath of office.

(m) Prepare with input by the National Executive Council the Task Force's position and contributions to the Federal Government on fiscal policy.

2. **THE VICE PRESIDENT:** He shall:
   (a) Be the deputy Chief Executive officer of the Task Force.
   (b) Be the Chairman of the National Disciplinary Committee of the Task Force.
   (c) Act for the President in the absence of the President or assume the office of the President when the President cannot perform his duties while his tenure is still running;
   (d) Do or cause to be done any other duty assigned to him from time to time by the President or the National Executive Council.

3. **NATIONAL SECRETARY:** He shall:
   (a) Be the head of the Task Force Secretariat.
   (b) Take and keep minutes of the Task Force meetings and keep statutory records and official documents of the Task Force.
   (c) Sign or countersign the Task Force minute or such other documents which he is bound to produce from time to time or on request or demand by the National Executive Council.
   (d) Receive and treat correspondence on behalf of the Task Force.
   (e) Write or reply such out-going correspondence as the National Executive Council may from time to time approve or authorize.
   (f) Summon or convene at the request of the Chairman all General, Emergency, Special or Extra-ordinary Meetings of the National Executive Council of the Task Force.
   (g) Keep and maintain a register of members including the list of dishonor or blacklisted members.
   (h) Compile annual reports of the Task Force decisions and activities for approval by the National Executive Council of the Task Force Such Annual report and decisions of the Council shall be published for internal circulation only.

(b) All registered members shall be entitled to attend the Annual General Meeting and Chapter General Meeting and must be admitted upon showing his Task Force National ID card to prove that the attendee is a nominee.

7. **LANGUAGE:** The official language to be used during meeting shall be English Language.

8. No member shall speak in any meeting except expressly permitted by the Presiding officer of the meeting. And every speaker shall Use polite language to address a fellow member and the Council.

9. Every speaker shall address the presiding officer impersonally and address the fact, where a speaker departs so to do, he shall be overruled by the presiding officer.

10. The Presiding officer shall have powers to control the deliberations in such manner as is done in any civil society

11. A prospective speaker shall notify the presiding officer of his intention to speak by raising his hand to be granted leave to speak.

SECTION 23

MEETINGS:

1. **NATIONAL EXECUTIVE COUNCIL:** The meeting of the National Executive Council shall be held 4 times in a year except on emergency.

2. **ZONAL EXECUTIVE COMMITTEE:** Must meet from time to time at least once in a month subject to its convenience as the coordinator of the chapter may by an express order of adjournment designate, excluding emergency.

3. **CHAPTER GENERAL MEETING:** Shall meet from time to time subject to convenience. The Chairman of the Chapter may by express order convene emergency meeting if necessary.

4. **SUB-COMMITTEE(S):** Shall meet as it deemed fit and necessary for the execution of its functions.

5. **QUORUM:** Unless as otherwise provided, the quorum for the aforementioned meeting shall be 30% of the members including the national president or national Secretary as the case may be.
   (a) In the case of Zones or Chapter General Meeting and Chapter Executive Committee when the Coordinator or his Vice and the Secretary or his Assistant with simple majority of its respective members sit for the meeting(s).
   (b) In case of the National Executive Council, when the National President or the Vice President, the National Secretary or his Assistant with a simple majority of its members can sit for the meeting(s)

6. **ATTENDANCE AT MEETINGS:** A person who is not a member of N.C.J.T.F.L.C.A.E.C shall not be entitled to attend its meeting unless:
   (a) He is specifically invited.

   (i) Delegate from time to time part of his duties to his assistant(s) at any meeting of the Task Force when necessary.
   (j) Issue or cause to issue attendance list or list of absentees at any meeting of the Task Force.
   (k) Carry out such other duties the President or N.E.C shall From time to time assign to him.
   (l) Stand in for the President, Vice President in any meeting provided a quorum is formed.

4. **ASSISTANT NATIONAL SECRETARY:** He shall:-
   (a) Act in the absence of the National Secretary or on his instructions and authority carry out the functions of the National Secretary.
   (b) Take minutes of all National Executive Committee meetings.

5. **NATIONAL FINANCIAL SECRETARY:** He shall: -
   (a) Prepare vouchers and issue receipts and cheques or other financial documents to be countersigned by the President or his Vice, the National Secretary or his Assistance for such purpose as may be approved or ratified by the National Executive Council.
   (b) Be responsible for the collection of all dues, subscriptions, levies, fees, moneys for and on behalf of the Task Force.
   (c) Keep financial records of the Task Force.
   (d) Unless as may be otherwise decided by the National Executive Council, be the President of the Finance Committee of the Task Force.
   (e) Save as may be otherwise agreed by the National Executive Council, he shall keep any money collected on behalf of the Task Force for the period of time not exceeding forty-eight (48) hours before paying it to the National Treasurer.
   (f) Do any other duties which may be assigned to him from time to time by the President or his Deputy or the National Executive Council.

6. **NATIONAL TREASURER:** The National Treasurer shall:-
   (a) Be responsible for the banking and keeping in safe custody of all the moneys of the Task Force Or shall cause such money to be deposited in the Bank within 48hours.
   (b) Be a signatory to the Task Force's banking or financial transactions.
   (c) Prepare the cheque or certify any withdrawal from the Task Force Bank Account(s) and custodian of the Task Force financial instruments.
   (d) Keep a balance sheet or ledger of the income and expenditure of the Task Force.
   (e) Present an end of the year report of the Task Force's financial position or at such other time the President or the N.C.J.T.F.E.L.C.A may direct.
   (f) Report all financial transactions directly to the National President who will in turn report to the Board Of Trustees at the end of financial year.
   (g) Keep an imprest amount of N100,000.00

7. **NATIONAL PUBLICITY SECRETARY:** The National Publicity Secretary shall:
   (a) Be director of information and public affairs.
   (b) Project and protect the image and interest of the Task Force.
   (c) React, deny, and refuse any allegation which may be leveled against the Task Force and issue rejoinder or disclaimer (where necessary) and public statement as may be approved by the National President or N.C.J.T.F.E.C.
   (d) Keep records of all press releases.
   (e) Be in charge of the Task Force's library
   (f) Do or cause to be done such other duties the National Executives Council 'or thè National President may from time to time direct and/or approve.

8. **ZONAL COORDINATORS:** There shall be Zones and every Zone with Zonal Coordinators and secretaries

SECTION 22

GRAND PATRON AND PATRONS/MATRONS:

The Council shall after due consultation appoint a Grand patrons, patrons and Matrons for the Association.

a) If he so accepts, the Head of state or President and Commander –in Chief of the armed Forces of Nigeria as Grand patron.
b) If he so accept the minister in charge of the ministry Controlling the Nigeria custom service as patron and
c) Any other person of proven integrity as patron or matron of the association.
d) The Grand patron, the patron and the matron shall be relied On for moral and financial support.

SECTION 21

AUDITORS

1. The Association should appoint a committee to be known as National Audit Committee which shall have powers to audit the account of the Chapters of the Association from time to time especially for every year ending 31" December and at the end of the tenure of any successive administration so that the incoming government would know financial position of the Zones or Chapter of the Association in general before assuming office.
2. The Association shall appoint an Auditor at the annual general meeting of the Association who shall hold offices for 1 year but may be re- appointed.
3. The Auditor so appointed shall have powers:
   a) To audit the account of the Zones or Chapter and the National Executive Committee of the Association (past or present).
   b) Formulate his procedure for carrying out his functions
   c) Invite or order any person or officer of the Association to appear and give testimony or give explanation of facts or figure before it.
   d) Discover or inspect any books, ledger, document, data or Instrument of the association pertaining to it function.
   e) Submit report of its finding to the Association or any person authorized by the Association to receive such report.

(a) The Zonal Coordinators is the Chief Executive Officers at their respective Zones.
(b) Assist the National President in the day to day running of the Zones.
(c) Convene Zonal meetings periodically
(d) Collect monthly reports and returns from the chapters within their various Zone for onward transmission to the National Headquarters.
(e) Do or cause to be done any other duty assigned to him from time to time by the President or the National Executive Council.

9. **ZONAL SECRETARY:** He shall:-
(a) Be the head of the Task Force's Zonal Secretariat.
(b) Take and keep minutes of the Task Force meeting and keep statutory records and official documents of the Task Force in the Zone.
(c) Sign or countersign the Task Force minute or such other documents which he is bound to produce from time to time or on request or demand by the Zonal Coordinators.
(d) Receive and treat correspondence on behalf of the Zone.
(e) Write or reply such correspondence as the Zone may from time to time approve or authorize.
(f) Summon or convene at the request of the Chapter Chairman all General, Emergency, Special or Extra-ordinary Meetings of the Zone.
(g) Keep and maintain Register of Zonal members including the list of dishonor or blacklisted members.
(h) Compile Zone reports and activities from the Zone, Such reports and activities of each chapter shall be published for internal circulation and onward transmission to the National Headquarters.
(I) Do any duties which may be assigned to him from Time to time by the Chapter Chairman.

SECTION 10

TENURE OF OFFICE:

1. Unless as may be otherwise provided in any part of this Constitution,
   (a) Every National officer, to whom this constitution applies, elected or appointed with the National President, shall vacate office at the expiration of FOUR (4) Calendar years while the Zone and Chapter vacates at the expiration of FOUR (4) Calendar years effective from the date of assumption of office of incumbent executive. Any such officer may be nominated to contest for re- election for another term of four years, provided always that he or she shall not hold the same office for more than two terms.
   (b) Notwithstanding anything to the contrary, any subsequent appointment or bye-election shall be deemed to be of the same date with the President election and commencement thereof.
   (c) No official or officer shall assume his office unless he takes the Oath of office/Allegiance according to the schedule.
   (d) In the case of the National Officers, the National Legal Adviser, or any member of the Bench or bar within the jurisdiction shall administer the oath to the National President, the Vice President and other officer of the National Executive Council.

2. **EXTENSION OF TENURE:** Notwithstanding section (5) of this Constitution, the National Executive Committee shall have powers to extend its tenure in conjunction with B0T as follows;
   (a) In any case of emergency, for a period not more than 3 months.
   (b) In any case of controversy or deadlock arising from its inability to conduct an Election or from an inconclusive election for 6 months only. But where the emergency or deadlock persist the Board of Trustees will step in dissolve and take over cum appoint Administrator to administer the office for a period of not more than 6 months and conduct an election.

SECTION 20

EXPENDITURE:

1. The finance of the Task Force shall be expended by the Zonal Executive Council for the Zonal Executive Council and the National Executive Council on approved projects in accordance with this constitution and the Budget.
2. In case of any emergency or contingency, the National President in conjunction with or without any other member(s) of the National Executive Council may spend or approve for spending such amount of money not exceeding N500,000.00 subject to accurate expenses accounting to the N.E.C within one year.
3. In the Case of the chapter, the Chapter Chairman in conjunction with the Chapter Executives may spend or approve for spending such amount of money not exceeding N100,000 subject to accurate account to the C.A.E.C.
4. Subject to the approval of the N.C.J.T.F.L.C.A.E.C the National Treasurer shall have powers to maintain an impress account not exceeding Hundred Thousand Naira (N100,000.00) at any time. However in requesting for new impress, the National Treasurer shall satisfy the National Executive Council of the nature of projects, and matter on which the previous sum was expended.
5. In every project or matter approved by N.C.J.T.F.L.C.A.E.C, upon which money is to be spent, the National Financial Secretary shall raise a bill, cheque, voucher or receipt which the National Treasurer shall Countersign subject to the National Chairman approval.
6. For the purpose of any banking or financial transaction of the Task Force, the President and any one of the under-listed shall be deemed duly authorized signatories of the account of the Task Force to wit:
   (a) The National Financial Secretary
   (b) The National Treasurer
7. In the case of the Zones and Chapter, it shall also apply MUTATIS MUTANDIS

SECTION 18

1. SOURCES OF INCOME:

The Task Force shall receive her income from the following:

(a) Launch
(b) Membership Subscription/Membership Regulation Fee
(c) Donations
(d) Fines & Levies
(e) Practicing fees and
(f) Proceeds from investment and projects.

SECTION 19

BANKERS: The Task Force shall have and operate account with reputable Banks.

SECTION 11

REMOVAL OF OFFICERS: Notwithstanding section 5 of this Constitution, any officer subject to this Association may be removed from office in accordance with the provisions of this constitution.

1) AN OFFICER MAY GENERALLY BE REMOVED IF:

(a) He is medically proved to be permanently incapacitated as to be unable to perform his functions.
(b) He contravenes the constitution of the National Joint Task Force of Clearing Agents
(c) He is convicted of any criminal offence involving dishonesty or fraud.

2) BEFORE AN OFFICER OF THE TASK FORCE IS REMOVED, THE MEMBER OR MEMBER SEEKING HIS REMOVAL SHALL:

(a) Give notice of the allegations against the officer in writing to the Chapter or the National Executive Committee as the case may be.
(b) Within 14 days of receipt of the notice, the Chapter Chairman or the National President (if against the Chapter or the National President, the Chapter Vice President or the National Vice President) shall cause the notice of allegation to be served on the officer concerned.
(c) The officer who was petitioned against shall within 14 days of receipt of the notice deliver a written defense (if any) to the chapter
(d) The chapter shall within one month of receipt of the notice, set up a panel or a committee to investigate, if found wanting, the panel or committee shall make appropriate recommendation to the Chapter or the National Executive Council, the NEC shall request him to resign his office within a period of one (1) month or be removed by simple majority of votes of members present at the meeting.
(e) If after investigation the report is in favor of the officer, the

National Executive Council shall cause a notice of exemption to be issued to the member(s).

3) **RESIGNATION:** Any officer who gives notice of his intention to resign from the Task Force through either the Zone or Chapter the National Executive Council stating his reason to do so may resign provided the Zonal Coordinator or the National President shall in reply accept the resignation, after ensuring that the property of the association has been recovered from him.

4) **DEATH:** In event of the death of an officer, his office shall be declared vacant for a period of 3 months of announcement of his demise, after which a bye election shall takes place to fill the vacant position. As a follow up to Sub sec. 1 and 2. In the case of vacancy in any of the offices by way of removal as a result of any proved wrong doing, a bye election shall take place on or before the expiration of 3 months that is to allow for an appeal to be heard.

SECTION 16

GENERAL ADMINISTRATION: The Task Force shall be generally administered by the National Executive Council in collaboration with the Chapter executive Committee and any other standing or Ad-hoc committees set up in that behalf subject to the provisions of this Constitution.

SECTION 17

COMMON SEAL: The common seal of the Task Force shall have such Device as may be approved by the National Executive Council, and any instrument to which the common seal has been affixed in apparent compliance with the regulations for the use of the common seal shall be binding on the Task Force, every member and authority in the Task Force.
The use of the seal shall be discussed and ratified by N.C.J.T.F.L.C.A.E.C and such contained in the minute book.

1. **CUSTODY OF THE COMMON SEAL:** The common seal shall be in the Custody of the National President, National General Secretary or National Treasurer who shall produce it when needed.

of the N.C.J.T.F.L.C.A.E.C where motion for the discharge or removal shall be passed by the votes of not less than two-third majority of all members of National Executive Council present. Thereafter Investigation of the allegation(s) against the trustee shall be moved.

(e) Such motion of the council of allegation investigated shall not be declared as having been passed, unless it is supported by the votes of not less than two-third majority of all the members of National Executive Council present and voting.

REPLACEMENT: Where the Task Force intends to replace a trustee in the event of a vacancy in the Board or appointment of additional trustee(s), a General meeting shall be convened for that purpose and the name(s) of the elected trustee(s) forwarded to the registrar general of CAC in the prescribed form for approval and registration.

SECTION 12:

ESTABLISHMENT OF ZONES AND CHAPTERS.
For the purpose of Administrative Convenience the Task force shall be divided into Zones and Chapters.
The zone shall include as follows

(a) WESTERN ZONE
(b) EASTERN ZONE
(c) NORTHERN ZONE

The Chapters shall include as follows

(a) Apapa sea port.
(b) Lily pond Apapa11.
(c) Tin Can island sea port 1
(d) Pan Atlantic sea port.
(e) Grimaldi PTML terminal.
(f) Murtala Mohammed international Airport, Ikeja Lagos.
(g) Murtala Mohammed Airport Cargo,Ikeja Lagos.
(h) Seme Border station.
(i) Idiroko Border Station .
(j) Ogun 11 Command.
(k) Ikorodu lighter Terminal.

(WESTERN ZONE)

l) Port Harcourt sea port (Rivers Area I)
m) One Sea port (Rivers Area II).
n) Oil & gas free trade zone (Rivers Area IV)
o) Warri & Delta sea port
p) Akanu Ibiam international Airport Enugu.
q) Calabar sea port.

(EASTERN ZONE)

r) Nnamdi Azikiwe international Airport (FCT) Abuja.
s) Sokoto international Airport
t) Aminu Kano international Airport.

(NORTHERN ZONE)

ADMINISTRATION OF THE ZONE: The affairs of the zone shall be managed by zonal executive Committee Subject to the provisions of the Constitution.
Officers of the zone shall comprise of the following:

(a) Zonal Coordinator.
(b) Secretary
© Treasurer
(d) Public Relation officer.

The duties of the Zonal executive officer shall be Mutatis Mutandis or a corollary of the duties of similar officers of the National executive Committee.

FUNCTIONS OF THE ZONES EXECUTIVE COMMITTEE:

(a) Convene and regulate the meetings of the Chapter within the zone every quarter.
(b) Submit to the National executive council comprehensive, interior ad-hoc report of the activities of the Chapters.
(c) Maintain decorum, law & order in the various Chapters under it.

(c) Administer the Task Force for one month within which election will be concluded and shall continue for a maximum of 6 months if it was impossible to conduct an election or under extreme necessity.
(d) Appoint members of the Task Force Electoral Commission to be ratified by the National Executive Council

6) **TENURE:** A trustee shall hold office for a term of eight (8) years unless re-appointed. Subject to the provisions of this Constitution, a member of the Board shall be removed if:
(a) He resigns from the Board.
(b) He is deceased.
(c) He is proved to be insane and unable to perform his functions.
(d) He ceases to be a member of the Task Force.
(e) He is convicted of an offence involving fraud or dishonesty.
(f) His actions, activities or utterances are inconsistent with his oath of office/allegiance.
(g) He fails to meet the mandatory 3 (three) times annual sitting.

7) **REMOVAL OF TRUSTEE(S):** A trustee shall be removed from the Board subject to this Constitution whenever a notice of any allegation in writing signed by not less than one-third of the National Executive Council, is made against him.
(a) The notice shall state the offence and specify detailed particulars.
(b) Within 14 days of receipt of the Notice, the National President shall cause the Notice to be served on the trustee(s) whose conduct is the subject of the Notice.
(c) Such trustee(s) shall within 14 days of receipt of the Notice from the National President deliver a written defense, if any to the NEC through the National Secretary who shall within 14 days refer same to the National Disciplinary Committee for investigation and recommendation.
(d) Within one month of receipt of the notice, the President of the N.C.J.T.F.L.C.A.E.C shall convene an extraordinary meeting

SECTION 15

1) **BOARD OF TRUSTEES:** The Task Force shall have Board of Trustees (hereinafter referred to as 'the Board') which shall be incorporated in accordance with PART C of the COMPANIES AND ALLIED MATTERS ACT 2020.

2) **The Board shall:**
   (a) Have perpetual succession
   (b) Have a common seal
   (c) Shall sit at least 4 times in a year.

3) **QUALIFICATION OF TRUSTEES:**
A person shall not be qualified to be appointed as a trustee if:
   (a) He is an infant;
   (b) He is a person of unsound mind; or
   (c) he has been convicted of an offence involving fraud or dishonesty within ten years of his proposed appointment.
   (d) If he is an undischarged bankrupt personalty .

4) **APPOINTMENT OF TRUSTEE:**
   (a) A person shall be appointed as trustee of the Task Force by the Chairmen of the affiliated Cooperate bodies, duly convened for that purpose: provided that the number of trustee shall not exceed Eleven (11) persons.

5) **FUNCTIONS:** The Board in its functions shall:
   (a) Hold, acquire, transfer, assign or otherwise dispose of any property or interests therein belonging to, or hold for the benefit of the Task Force, in such manner and subject to such restrictions which the Board might impose for the benefit of the Task Force.
   (b) Be vested with all property and interests of whatever nature or tenure belonging to or held by any person in trust for the Task Force.

SECTION 13

ADMINISTRATION OF THE CHAPTERS: The affairs of the chapters shall be run and managed by the Chapter Executive Committee subject to the provisions of this constitution.

1. No chapter shall perform its functions or run its affairs unless is accordance with this Constitution:
2. Every Chapter or member Shall;
   (a) Be subject to this Constitution.
   (b) Be loyal to the National Executive Council.
   (c) Subscribe to the Oath of office and allegiance prescribed in section of this Constitution.

Officers of the Chapter Executive Committee shall be the followings:
   (a) Chairman
   (b) Vice Chairman
   (c) General Secretary
   (d) Assistant General Secretary
   (e) Financial Secretary
   (f) Assistant Financial Secretary
   (g) Treasurer
   (h) Publicity Secretary
   (i) Assistant Publicity Secretary
   (j) Welfare Officer
   (k) Such other offices, committees or special assistants that the Chapter Executives Council may, from time to time, deem necessary to appoint.

SECTION 14

FUNCTIONS OF THE CHAPTER EXECUTIVE COMMITTEE

1) The duties of the Chapter executive officer shall be:
   (a) Submit to the National Executive Council through the National General Secretary office from time to time or at such period the N.E.C. may demand, a comprehensive, or quarterly report of the activities and progress of the Chapter.
   (b) Convene and regulate meetings of the Chapter.
   (c) Take all necessary measures in accordance with the provisions of this Constitution to ensure law and order in the Chapter.
   (d) Keep 40% of the Registration or subscription practicing fees for the running of its day to day activities, and 30% to the affiliated associations, 20% to the National Compliant Joint Task Force Headquarter, 10% for the running of the Board.
   (e) Submit a list of all members of the Chapter to the N.C.J.T.F.L.C.A.E.C
   (f) Appoint, confirm, dissolve, and remove standing/ad-hoc committee's subsidiary officials of the Chapter.
   (g) Discipline any erring member of the chapter or any member of the executive council whose action is deemed contrary to the interest of the chapter in particular and the Task Force in general in accordance with this Constitution.
   (h) Report to the Zonal Executive Council any member of the Chapter for disciplinary action.
   (i) Attend any meeting or ceremony the National Executive Council may from time to time convene or designate upon a notice given for that purpose.
   (j) Prepare the Chapter's annual budget, which shall be submitted who submit the same to the Zonal Coordinator the National financial Secretary not later than Sixty (60) day before the preparation of the Association's Annual budget by the N.C.J.T.F.L.C.A.E.C
   (k) Formulate any administrative policies convenient for the day to day running of the chapters subject to the approval of the National Executive Council provided that any policy made by the Chapter is inconsistent with the provisions of this Constitution .
   (l) Administer the funds of the Chapter subject to the provisions of this Constitution.
   (m) Recommend amendment or review or any other alteration to the Constitution to the N.C.J.T.F.L.C.A.E.C by way of memorandum.
   (n) Do or carry out any other assignment or things the National Executive Council may from time to time direct it to do.
   (o) Submit annual and audited account of its income and expenditure to the N.C.J.T.F.L.C.A.E.C. through the Zonal Coordinator the Chapter is domiciled.