

THE CONSTITUTION OF THE FELLOWSHIP OF CHRISTIAN MEDICAL LABORATORY PROFESSIONALS- STUDENTS' ARM



[FCMLP- Students' arm].

THE REVIEWED CONSTITUTION (2023/2024).

COURTESY OF THE 2023/2024 NATIONAL EXECUTIVES
COUNCIL.



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Edit with WPS Office

ARTICLE 1 NAME

This organization shall be called, known and addressed as: The Fellowship of Christian Medical Laboratory Professionals- Students' arm and hereafter be referred to as FCMLP- Students' arm.



ARTICLE 2 PREAMBLE

We, the Fellowship of Christian Medical Laboratory Professionals- Students' arm in various institutions of higher learning in Nigeria, having firmly and unequivocally decided to quit the life of sin, submit ourselves under the lordship of Jesus Christ and live daily for him; deem it necessary to establish a Fellowship that will promote unity, love among her members; foster healthy Christian medical laboratory science practice and in consistency with the doctrine of the Holy bible, present a unified say on issues of members towards the realization of the goals. FCMLP- Students' arm is an interdenominational and non-denominational organization.



ARTICLE 3 CITATION

The constitution shall be known as, and called: "The Constitution of The Fellowship of Christian Medical Laboratory Professionals - Students' arm". Hereafter referred to as "The Constitution of FCMLP - Students' arm".



ARTICLE 4

SUPREMACY OF THE CONSTITUTION

On all issues, the Holy Bible will be the final authority. However, the constitution shall under the supremacy of the Bible be binding on all members of FCMLP- Students' arm and shall govern every sphere of her activity. No chapter is permitted to enact, produce or operate by any other constitution outside this document under any circumstance whatsoever.



ARTICLE 5 DOCTRINAL BASIS

Doctrinally, the organization shall stand by:

- 5.1 The Holy Bible as the final authority on all issues of Christian doctrine and living.
- 5.2 The unity of the Father, Son and the Holy spirit in the Godhead.
- 5.3 The sovereignty of God in creation, redemption and final judgment.
- 5.4 The Holy Spirit having the power to convict men of sin, righteousness and judgment.
- 5.5 The recognition of the Lord Jesus as the Son of God, head and sole foundation of the church which is the body of Christ.
- 5.6 The bodily resurrection of Christ from the dead and his ascension to the right hand of God the father.
- 5.7 The expectation of the rapture and second coming of the Lord Jesus Christ.
- 5.8 The baptism in the Holy Spirit, His gifts and His indwelling in the believer for the perfection of the saints, edification of the body of Christ and for the work of the ministry.
- 5.9 The fact that heaven and hell are real.



ARTICLE 6 VISION, MISSION AND MOTTO

6.1 VISION

To nurture and equip medical laboratory science students into maturity in all areas of life that we may present them perfect in Christ Jesus upon graduation.

6.2 MISSION

To nurture and equip medical laboratory science students into maturity through fellowship meetings, conferences, seminars, leadership training, intercession for the profession and reaching the unreached through missions.

6.3 MOTTO

"...presenting every man perfect in Christ Jesus, upholding compassion and purity." (Colossians 1:28b, Ps. 90:17)



ARTICLE 7

AIMS AND OBJECTIVES

- 7.1 To promote unity and love among brethren.
- 7.2 To encourage brethren to live holy and righteous life for Christ and for humanity.
- 7.3 To propagate and encourage the propagation of the gospel of our Lord Jesus Christ.
- 7.4 To minister in sacrificial love to one another need especially through prayers and other means the Lord chooses e.g. financially, spiritually, academically, socially etc.
- 7.5 To organize fellowship meetings, conferences, symposia, mission outreaches, hospital evangelism, campus evangelism etc. periodically.
- 7.6 To create and sustain missionary awareness.
- 7.7 To prepare and build our members towards a better fulfillment of their obligations as professionals.
- 7.8 To establish FCMLP- Students' arm in all tertiary institutions offering medical laboratory science as a course of study.



ARTICLE 8 MEMBERSHIP

Membership shall be open to all medical laboratory science students who believe in the LORD Jesus Christ as their LORD and saviour; identify with the vision of FCMLP- Students' arm and are willing to be committed to its accomplishment irrespective of denominational background.

The members shall be in the following categories:

8.1 FULL MEMBERSHIP

Full membership is open to students undergoing training as Medical Laboratory Scientists, Medical Laboratory Technicians and Medical Laboratory Assistants.

8.2 HONOURARY MEMBERSHIP

Honourary membership shall be bestowed on Christian men and women who are non-medical laboratory professionals but identify with the vision; in recognition of their commitment to FCMLP- Students' arm. Exclusively, the National Central Committee shall nominate and give subsequent approval of



the honorary members.

8.3 ASSOCIATE MEMBERSHIP

Associate Membership shall be open to all Christian non-medical laboratory science students who identify with the vision of FCMLP- Students' arm. An Associate Member cannot be a member of the Executive Committee. They can however attend all programmes of FCMLP-Students arm.

8.4 ALUMNI MEMBERSHIP

Alumni Membership shall be open to all graduates of section 1 above.

ARTICLE 9 ORGANIZATION AND STRUCTURE

For effective and practical administration of FCMLP- Students' arm, her structure shall comprise:

- 9.1 The Congress
- 9.2 The National Central Committee
- 9.3 The National Executive Committee
- 9.4 The National Secretariat
- 9.5 The Zonal Central Committee
- 9.6 The Zonal Executive Committee
- 9.7 The Chapter Executive Committee
- 9.8 The Class Executive Committee

9.1 THE CONGRESS



This shall be the assembly of all the members of FCMLP- Students' arm either at the National level, Zonal level or Chapter level.

9.2 THE NATIONAL CENTRAL COMMITTEE

This shall consist of the following;

- 9.2.1 The National Executive Committee.
- 9.2.2 The Chapter Presidents.
- 9.2.3 The Chapter Secretaries.
- 9.2.4 The Chapter Vice Presidents/ Sisters' Coordinators

9.3 THE NATIONAL EXECUTIVE COMMITTEE

This shall consist of the following:

- 9.3.1 The National President
- 9.3.2 The National Vice President
- 9.3.3 The National General Secretary
- 9.3.4 The National Financial Secretary/ Treasurer/ Sisters' Coordinator
- 9.3.5 The National Prayer Secretary
- 9.3.6 The National Missions Secretary
- 9.3.7 The Editor-in-Chief
- 9.3.8 All Zonal Coordinators
- 9.3.9 The National Ex-Officio

9.4 THE NATIONAL SECRETARIAT

This shall consist of:

- 9.4.1 The National President
- 9.4.2 The National General Secretary
- 9.4.3 The Editor-in-chief
- 9.4.4 The National Financial Secretary/ Treasurer/ Sisters' Coordinator.

9.5 THE ZONAL CENTRAL COMMITTEE

This shall consist of the following:

- 9.5.1 Zonal Coordinator
- 9.5.2 Zonal General/Financial Secretary
- 9.5.3 The entire Chapter Executive Committee in the zone.

9.6 THE ZONAL EXECUTIVE COMMITTEE

This shall consist of the following:

- 9.6.1 Zonal Coordinator
- 9.6.2 Zonal Financial/ General Secretary
- 9.6.3 Chapter Presidents and



9.6.4 Chapter General Secretaries.

9.7 THE CHAPTER EXECUTIVE COMMITTEE

This shall consist of the following:

- 9.7.1 The President
- 9.7.2 Vice President I/ Sisters' Leader
- 9.7.3 Vice President II/ Brothers' Leader
- 9.7.4 General Secretary
- 9.7.5 Assistant General Secretary
- 9.7.6 Prayer Secretary
- 9.7.7 Missions' Secretary
- 9.7.8 Financial Secretary/ Treasurer
- 9.7.9 Bible Study Secretary
- 9.7.10 Music Director
- 9.7.11 Drama Coordinator
- 9.7.12 Academic Coordinator and Librarian
- 9.7.13 Organizing Secretary
- 9.7.14 Assistant Organizing Secretary
- 9.7.15 Chief Usher
- 9.7.16 Decoration Coordinator
- 9.7.17 Publicity Secretary/ Editorial Secretary

9.8 THE CLASS EXECUTIVE COMMITTEE

This shall consist of:

- 9.8.1 The Class Coordinator
- 9.8.2 The Class Academic Secretary
- 9.8.3 The Class Outreach Secretary

9.9 SPLITTING OF A ZONE

- 9.9.1 A zone may be split in to two to allow for proximity and effective administration by the Zonal coordinator.
- 9.9.2 A zone may be split only if it has up to twelve chapter members.
- 9.9.3 The splitting of a zone shall be proposed, ratified and/or adopted by the ZCC.

ARTICLE 10 THE LOGO

10.1 DESIGN AND INTRPRETATION

The FCMLP- Students' arm Logo is the unchanging trademark of FCMLP-



Students' arm. It SHOULD under no circumstance be redesigned, but COPIED. The Logo is divided into two: The Semi-circle and the base. The Semi-circle has the name of the fellowship in full spreading from left top base to the right top base.

10.1.1 THE SEMI CIRCLE

It has within it the following:

The ray of light – this means understanding and insight from above.

The microscope – this is the symbol of diagnostic medicine.

A snake curled around a staff – the symbol of healing in accordance to the brazing serpent lifted up in the wilderness by Moses.

The Bible – this symbolizes the written word of God which is the basis of what we do.

10.1.2 THE BASE

It has the motto of FCMLP- Students' arm with the scriptural reference in bracket. The semi-circle shall be seated on the base.

10.2 COLOURS

The FCMLP- Students' arm Logo has three (3) colours namely: Yellow, Green and Red.

ARTICLE 11



PROGRAMMES

The following activities shall be carried out by the FCMLP- Students' arm as the need be, subject to the availability of resources, in pursuance and achievement of her vision. They include: Prayer meetings, seminars, bible studies, talk expositions, academic and biblical quiz and debate, class tutorials, missions outreaches within and outside Nigeria, welfare programmes, picnics, sports, leadership retreat, evangelistic activities in class, department, campus, hospitals and secondary schools.

All the above-mentioned activities can be carried out at any level.

11.1 NATIONAL CONFERENCE:

This shall be organized within the month of July and/or August annually. This shall be hosted by the chapter that accepts the hosting rights as agreed by the National Central Committee at the committee meeting of that year with the hosting chapter president present.

The National Conference shall be hosted as follows:

11.1.1i. The host chapter shall be responsible.

11.1.1ii. The National conference shall be rotated within the zones.

11.1.1iii. Two chapters may be allowed to co-host the National Conference if they are located in the same city.

11.1.1iv. The host chapter must not be less than 5 years old in FCMLP- Students' arm.

11.1.1v. The host chapter must not be the same chapter that hosted the zonal conference for that same year.

11.1.1vi. A chapter shall not be given hosting right twice in the same zone except all other chapters able to host have hosted the conference.

11.1.2 FUNDING OF THE NATIONAL CONFERENCE

11.1.2A HOST CHAPTER

The host chapter shall source for fund to kick-start the conference, this include:

11.1.2Ai. Securing a venue for the conference

11.1.2Aii. Printing and distributing of posters, handbills and conference materials.

11.1.2Aiii. Feeding the participants on the arrival day.

11.1.2B THE NATIONAL

The National shall take over the funding of the programme from day two (2) of the conference to the end. The National will undertake this with the following:

11.1.2Bi. Allotment paid by all chapters as allotted to them by the National Central Committee (NCC) with respect to the conference. The



- allotment shall be paid to the National Financial Secretary before or on arrival at the conference venue.
- 11.1.2Bii. Registration fee that shall be paid by all participants at the conference including the host chapter. The Registration fee shall be a specific amount of money as being agreed by the National Congress.
- 11.1.2Biii. Fund sourced for by the National from other legitimate means with respect to the conference.
- NOTE 1:** The National should ensure not to leave the host chapter indebted as the result of the conference, only if there is excess fund left from fund raised by the National for the said conference.
- NOTE 2:** The host chapter shall present a written and well documented financial report which includes the detailed income and expenditure with dates to the NCC during the course of the conference (NCCM 4). There shall be NO miscellaneous expenses; all expenses MUST be accounted for.

11.1.3 ACTIVITIES OF THE NATIONAL CONFERENCE

The National Conference programme of activities shall be prepared by the host chapter Programme Planning Committee in-conjunction with the National Vice President, National President and National Ex-Officio in that order.

11.2 NATIONAL CENTRAL COMMITTEE MEETING AND LEADERSHIP RETREAT (NCCMLR)

This is compulsory for all national central committee members. It is to be hosted by the national secretariat in conjunction with the chapter hosting the national secretariat. The leadership retreat is compulsory for the chapter executive committee hosting the national secretariat.

11.2.1 VOLUNTARY PARTICIPANT

This includes all other chapter executives that wish to be part of the leadership retreat and any other participants that the National President deem fit.

11.2.2 FUNDING OF THE NATIONAL CENTRAL COMMITTEE MEETING AND LEADERSHIP RETREAT

This shall be the responsibility of both the National and the chapter that is hosting the National Secretariat. The chapter shall be responsible for the accommodation and feeding while the National shall be responsible for other things.

11.3 ZONAL PROGRAMMES

This includes:



- 11.3.1 Zonal Prayer and Missions Conference
- 11.3.2 Zonal General Executives Meeting
- 11.3.3 Any other programmes as deem fit by the zone.

11.3.1A HOSTING OF ZONAL PRAYER AND MISSIONS CONFERENCE (ZPMC)

The hosting of the Zonal Prayer and Missions Conference shall be rotated among chapters within the zone.

11.3.1B FUNDING OF ZONAL PRAYER AND MISSIONS CONFERENCE

- 11.3.1Bi. This shall be the sole responsibility of the zone without the interference of the National, however shall be guided by the National.
- 11.3.1Bii. The host chapter shall kick-start the programme and this include the following:
 - a. Securing of the conference venue.
 - b. Production of posters, handbills and conference materials.
 - c. Feeding of the participants on the day of arrival.
- 11.3.1Biii. The zone shall take responsibility of the conference from the second day to the end of the conference. This shall be undertaken by the following means:
 - a. Registration fee that shall be paid by all participants at the conference including the host chapter.
 - b. The registration fee shall be the same as in National Conference.
 - c. Support in cash or kind by each chapter of the zone as agreed by the zone.
 - d. Support can also be raised from other legitimate means.

NOTE 1: The National shall play an advisory and supervisory role.

NOTE 2: The host chapter shall not be left indebted as a result of the conference by the zone only if there is an excess fund remaining from the said conference.

11.4 CHAPTER PROGRAMMES

The following shall be the cardinal programmes that must be done by the chapter annually.

- 11.4.1 Welcoming and orientation of the new Medical Laboratory Science Students;
Orientation, Retreat and training of Chapter Executive Committee and class Executive Committee.
- 11.4.2 Regular fellowship which shall be at least once in two (2) weeks and at most twice a week (prayer meeting and general fellowship).
- 11.4.3 Send-forth of final year brethren.
- 11.4.4 Alumni home-coming which shall be at least biannually.
- 11.4.5 Missions Advocacy and Evangelism Training Seminar (MAETS).
- 11.4.6 National Prayer and Fasting Day which shall be held at chapter



levels on the first fellowship meeting of the month.

ARTICLE 12

FINANCES AND DISBURSEMENT OF FUNDS

12.1 FINANCE

Each chapter shall fulfill all her financial obligations to the national central committee by:

12.1.1 Payment of tithe of tithes

12.1.2 Payment of national dues as prescribed by the outgoing national central committee during the national conference.

12.1.3 All national tithe of tithes shall be paid during national programmes viz; NCCMLR and national conferences.

12.1.4 National executive council shall have the power to use any other legitimate means to source for funds as deem fit by her.

12.1.5 Tithes and financial contributions shall be gratefully received from patrons, friends and alumni.

12.2 DISBURSEMENT OF FUNDS

The national financial secretary shall have the power to disburse the fellowships funds on the following accounts:

12.2.1 Purchase of stationeries/equipment for the national secretariat.

12.2.2 President's visit to various chapters and/or zones.

12.2.3 Hosting of National Central Committee Meeting and Leadership Retreat.



- 12.2.4 Entertainment of visiting members to the national secretariat.
- 12.2.5 Honouring of legitimate invitations, weddings etc.
- 12.2.6 Support for national Exco/zonal coordinators to national programmes such as NCCMLR and national conference.

ARTICLE 13 DUTIES

13.1. NATIONAL CENTRAL COMMITTEE

- 13.1.1 Shall be the policy making body.
- 13.1.2 Shall be responsible for administrative organization and execution of National Programmes Shall meet during the National Conference and when necessary.
- 13.1.3 Shall be responsible "for" and "to" the congress.
- 13.1.4 Shall ratify proposed amendment of the constitution.
- 13.1.5 Shall motivate and mobilize students to greater commitment and impact this vision into them throughout life.
- 13.1.6 Shall see to it that the past National Presidents and alumni members are always present in the National Conference.
- 13.1.7 Shall empower the National President to nominate and inaugurate the National Electoral Committee which shall conduct National Election.
- 13.1.8 Shall ratify and approve the annual National budget for the running of the FCMLP- Students' arm at the National level which is



- prepared by the National Executive Council.
- 13.1.9 The incoming report and annual budget shall be presented during the NCCM and Leadership Retreat and the outgoing report shall be presented to the congress during the National conference. ``

13.2 NATIONAL EXECUTIVE COMMITTEE

13.2.1 THE NATIONAL PRESIDENT

- 13.2.1.1 He shall be the spiritual head, the chief administrative officer 'student leader' of the FCMLP- Students' arm.
- 13.2.1.2 He shall be the chairman of the National Central and Executive Committee.
- 13.2.1.3 He shall visit at least two (2) schools in each of the zone exempting the chapters visited by his predecessors.
- 13.2.1.4 Shall be one of the signatories to FCMLP- Students' arm' bank account.
- 13.2.1.5 Shall take decision where and when it is not convenient to convene a national executive/central committee meeting in matters of urgency.
- 13.2.1.6 Shall preside over all the meetings of the national executive/central committee.
- 13.2.1.7 Shall convene the executive central committee or emergency meetings through the secretary.
- 13.2.1.8 He shall perform other function as may from time to time be assign to him from the national congress or the national executive/central committee.
- 13.2.1.9 He shall call any member to order at all meetings and exercise a veto power on any issue that prolongs for too long and rest the case.
- 13.2.1.10 He shall present the national annual budget.
- 13.2.1.11 He shall present a well-documented and written out going report.
- 13.2.1.12 He shall with the help of other National Committee members visit chapters/zones and patrons/trustees to assess the progress of FCMLP- Students' arm.
- 13.2.1.13 He shall declare the yearly theme for the tenure and must be adhered to by all zones and chapters. The theme shall not replace the vision of FCMLP- Students' arm.
- 13.2.1.14 He shall coordinate the Brothers Forum or assign the duties to another serving male National Executive according to his discretion.

13.2.2.1 NATIONAL VICE PRESIDENT

- 13.2.2.1 He/she shall advise and assist the president and deputize for him in his absence.
- 13.2.2.2 He/she shall perform all the functions as shall be delegated to



him by the president.

- 13.2.2.3 He/she shall coordinate the organization and implementation of the national conference and/or meetings.

13.2.2.2 NATIONAL GENERAL SECRETARY

- 13.2.3.1 He/she shall be responsible for the general secretariat duties of FCMLP-Students'

arm.

- 13.2.3.2 He/she shall convene the executive, general and emergency meetings of FCMLP-Students' arm at the request of the president.

- 13.2.3.3 He/she shall keep up the records of the executive, general and emergency meetings including the minutes and attendance books and shall send a copy of the minutes to each chapter fellowship.

- 13.2.3.4 He/she shall inform the members about the development at the national secretariat.

- 13.2.3.5 He/she shall in collaboration with the National Ex-officio maintain regular contact.

with the alumni monthly.

- 13.2.3.6 He/she shall at convenient accompany the President in his visit to the chapters and will together with him prepare a report on the result of such visits.

- 13.2.3.7 He/she shall perform any other duty as appropriately delegated by the national president.

13.2.4 NATIONAL PRAYER SECRETARY

- 13.2.4.1 He/she shall issue prayer bulletin regularly and periodically.

- 13.2.4.2 He/she shall be in contact with prayer secretary of each chapter to know their welfare and to organize and/or observe special prayer meeting day (national) in their respective chapters.

- 13.2.4.3 He/she shall work hand in hand with his/her chapter prayer band.

- 13.2.4.4 He/she shall oversee the conduct of the prayer aspect during the zonal prayer and missions conference.

- 13.2.4.5 He/she shall perform any other duty as delegated by the national president.

13.2.5 NATIONAL FINANCIAL SECRETARY/ TREASURER /SISTERS'



COORDINATOR

- 13.2.5.1 She shall receive and bank money/cheque within two weeks.
- 13.2.5.2 She shall be one of the signatories to FCMLP-Students' arm bank account.
- 13.2.5.3 Make all payment or disbursement on the approval of the president.
- 13.2.5.4 Present financial report to the national executive/national central committee as at when required by the executive committee.
- 13.2.5.5 She shall keep detailed financial report of all income and expenditure.
- 13.2.5.6 She shall keep an impress of not more than Twenty Thousand Naira (N20, 000)
- 13.2.5.7 Shall perform function as appropriately delegated by the national president.

13.2.6 NATIONAL MISSIONS SECRETARY

- 13.2.6.1 He/she shall coordinate the mission aspect of the Zonal Prayer and Missions Conference.
- 13.2.6.2 He/she shall be in contact with chapter Mission Secretary.
- 13.2.6.3 He/she shall mobilize other chapters towards mission outreach.
- 13.2.6.4 He/she shall liaise with and establish contact with missionary bodies within and outside Nigeria.
- 13.2.6.5 He/she shall publish an annual newsletter on mission reports, updates, challenges and testimonies from the various chapters and zones.
- 13.2.6.6 He/she shall keep a detailed (including videos and pictures) of mission activities in different chapters.
- 13.2.6.7 He/she shall formulate modalities for mission as the need arises.
- 13.2.6.8 He/she shall ensure that the chapters' mission secretary organizes the Mission Advocacy and Evangelism Training Seminar (MAETS) at least once annually.
- 13.2.6.9 He/she shall serve as the Bible Study Coordinator during the National Conference.
- 13.2.6.10 He/she shall coordinate the converts raised during the National and Zonal Conferences.
- 13.2.6.11 He/she shall perform functions as appropriately delegated by the President, National Executive Committee, National Central Committee, and the National Congress.

13.2.7 EDITOR-IN-CHIEF



- 13.2.7.1 He/she shall be responsible for all publication(s) of the FCMLP-Students' arm and keep himself/herself informed about all publication concerned with medical and spiritual education.
- 13.2.7.2 He/she shall be responsible for raising funds for the production of the Bridge magazine.
- 13.2.7.3 He/she shall be the chairperson of the editorial board.
- 13.2.7.4 He/she shall carryout other duties as may be delegated to him/her by the NCC and the congress.
- 13.2.7.5 He/she shall initiate and motivate the writing of articles, editorials and book review that should minister spiritually, academically and impact learning in the various chapters and the general public for publication of the Bridge Magazine and other publications.
- 13.2.7.6 He/she shall collect all articles/materials from the chapters, edit them, and select them before publication.
- 13.2.7.7 He/she shall keep contact with all chapter editors and local medical publications.
- 13.2.7.8 He/she shall liaise with other Christian medical organizations for publication, medical magazine and other helpful booklet for Christian medics.
- 13.2.7.9 He/she shall perform functions as appropriately delegated by the President, National Executive Council, National Central Committee, and the National Congress.

13.2.8 ZONAL COORDINATORS

- 13.2.8.1 He/she shall coordinate the zonal activities within their zone vis-à-vis Zonal conference and zonal leadership retreat.
- 13.2.8.2 He/she shall present the zonal report to the National executives.
- 13.2.8.3 He/she shall visit all the chapters within the zone at least once in his/her tenure.
- 13.2.8.4 He/she shall oversee the inauguration of the chapters' executive committee.
- 13.2.8.5 He/she shall be the presiding officer of the Zonal Central Committee Meeting (ZCCM).
- 13.2.8.6 He/she shall ensure the compliance of all the chapters within his/her zone to the National obligation vis-à-vis, tithe of tithe, allotment, annual dues, National Prayer and Fasting day offering and any other obligation.
- 13.2.8.7 He/she shall serve as a link between National and chapters within his/her zone.
- 13.2.8.8 He/she shall coordinate the election of the new Zonal Coordinator.
- 13.2.8.9 He/she shall encourage exchange of visit among chapter presidents.

13.2.9 THE EX-OFFICIO

- 13.2.9.1 Shall be the preceding national president.
- 13.2.9.2 Shall advise the national executive/central committee as the need



arises.

- 13.2.9.3 Must be present at the meeting of the newly elected executive as well as national central executive and national central committee/leadership retreat.

13.3 DUTIES OF THE NATIONAL SECRETARIAT

The shall be involved in the overall administration of the fellowship FCMLP-Students' arm.

13.4 DUTIES OF THE ZONAL EXECUTIVE COUNCIL (ZEC)

- 13.4.1 It shall be responsible for administration, organization and execution of Zonal programmes.
- 13.4.2 It shall meet during the Zonal Conference and when necessary.
- 13.4.3 Members of the Zonal Executive Council who are not eligible to serve shall officiate during the election of the new Zonal Coordinator in the National conference.

13.5 ZONAL FINANCIAL/GENERAL SECRETARY

- 13.5.1 He/she shall keep the financial report of the zone.
- 13.5.2 He/she shall receive and bank money, and cheques incidental to the zone in not less than two weeks.
- 13.5.3 He/she shall be one of the signatories to the zone bank account.
- 13.5.4 He/she shall make all payment or disbursement on the approval of the zonal coordinator.
- 13.5.5 He/she shall present financial report to the zonal executive committee when required by the committee.
- 13.5.6 He/she shall keep an imprest of not more than Six Thousand Naira (N6, 000)
- 13.5.7 He/she shall be responsible for the general administrative and secretarial function of the zone including receipts recording, distribution and replying of official correspondence of the zone.
- 13.5.8 Take the minutes during the zonal meeting.

13.6 CHAPTER EXECUTIVE COUNCIL

13.6.1 PRESIDENT

- 13.6.1.1 The president shall be the head of the executive committee and the spiritual head of the fellowship and shall preside over EXCOs meeting.
- 13.6.1.2 He/she shall represent the body in all affairs within and outside the institution community in conjunction with the secretary



except otherwise.

- 13.6.1.3 He/she shall convene all meetings of the executive committee through the general secretary.
- 13.6.1.4 He/she shall have power to implement disciplinary measures as suggested by the disciplinary committee and approved by the EXCOs.
- 13.6.1.5 He/she shall be personally responsible for any person allowed to address the body.
- 13.6.1.6 It shall be his/her duty to dispel any unbiblical certified doctrine.
- 13.6.1.7 He/she shall cast vote in the executive meeting whenever necessary to avoid an equality of vote in any other case.
- 13.6.1.8 Without prejudice to the constitutional power of the officers of the body, he/she shall have power to assign to any officer of the body such further functions as he deems fit and shall perform such function as are reasonably incidental to his office.
- 13.6.1.9 The president shall maintain a monthly impress as may be approved and will be accounted for monthly.
- 13.6.1.10 He/she shall approve all expenditure(s).
- 13.6.1.11 He/she shall be responsible for all fellowship material/equipment and must approve of the lease/usage of any of such materials/equipment.
- 13.6.1.12 He/she shall be one of the signatories of the fellowship bank account.
- 13.6.1.13 He/she shall ensure that the national policies are implemented in his chapter.
- 13.6.2 VICE PRESIDENT I / SISTERS' COORDINATOR**
 - 13.6.2.1 She shall act for the president in his absence.
 - 13.6.2.2 She shall be the coordinator of sisters' forum.
 - 13.6.2.3 She shall organize the sisters' forum periodically.
 - 13.6.2.4 She shall be responsible for the general conduct of the sisters in dressing, moral etc.
 - 13.6.2.5 She shall organize the sisters' weekend annually.
 - 13.6.2.6 She shall be responsible for the welfare of guests to the body.



13.6.2.7 She shall perform all other functions as shall be assigned to her by the president.

13.6.2.8 She shall be answerable to the president.

13.6.2.9 She shall be responsible for the general welfare of the fellowship members.

13.6.3 VICE PRESIDENT II / BROTHERS' COORDINATOR

13.6.3.1 He shall deputize for the President in the absence of the President and Vice President I.

13.6.3.2 He shall coordinate the class executive council. He shall organize Brothers' Forum periodically.

13.6.3.3 He shall be responsible to the President and shall perform functions as assigned to him by the President.

13.6.3.4 He shall work hand in glove with other unit heads to organize all fellowship programmes.

NOTE: Vice President I – in cases whereby a sister emerges as president, Vice President I and Vice President II becomes a brother and sister respectively and the responsibility of Vice President I and Vice President II is switched.

13.6.4 GENERAL SECRETARY

13.6.4.1 He/she shall be responsible for the general administrative and secretarial function of the body including receipts recording, distribution and replying of official correspondence of the body.

13.6.4.2 He/she shall manage the secretariat and record of all properties of the body.

13.6.4.3 He/she shall convene the executive committee meeting at the instance of the president as his/her credited representative.

13.6.4.4 He/she shall keep accurate minutes of executives' general and emergency meetings.

13.6.4.5 The president shall submit minutes to the general secretary if absent in such meeting.

13.6.4.6 He/she shall keep attendance of the executive committee and general meetings of the body, and keep stationeries of the body.

13.6.4.7 He/she shall compile a periodic report of the fellowships activities with the approval of the executive committee before presenting it to the general meeting of the fellowship.



- 13.6.4.8 He/she shall perform any other function as may be assigned to him/her by the president.
- 13.6.4.9 He/she shall be one of the signatories of the fellowships bank account.
- 13.6.4.10 He/she shall be responsible for giving announcement in any of the fellowship meetings.
- 13.6.5 ASSISTANT GENERAL SECRETARY**
- 13.6.5.1 He/she shall maintain a constant communication link with the chapter senior friends.
- 13.6.5.2 He/she shall deputize for the general secretary in his/her absence.
- 13.6.5.3 He/she shall send congratulatory messages and/or gifts to birthday celebrant, newlyweds etc. as they concern the fellowship in conjunction with the publicity secretary as it applies
- 13.6.5.4 He/she shall perform any other duty as delegated by the president
- 13.6.6 PRAYER SECRETARY**
- 13.6.6.1 He/she shall coordinate the fellowships prayer squad.
- 13.6.6.2 He/she shall organize prayer meeting regularly and periodically.
- 13.6.6.3 He/she shall collect prayer points/requests and such will be sent to the prayer squad members.
- 13.6.6.4 He/she shall coordinate the monthly national prayer and fasting.
- 13.6.6.5 He/she shall organize prayer convocation annually.
- 13.6.6.6 He/she shall forward prayer request regarding the chapter to the national prayer secretary regularly and periodically.
- 13.6.6.7 He/she shall be answerable to and perform any other function as delegated by the president.
- 13.6.7 MISSIONS SECRETARY**
- 13.6.7.1 He/she shall lead the brethren for campus, hospital, villages, schools, prison evangelism and organize visitation and follow-up of new converts.
- 13.6.7.2 He/she shall subscribe for evangelism literature on behalf of the fellowship.
- 13.6.7.3 He/she shall be the chairperson of major outreach committee.



- 13.6.7.4 He/she shall serve as the MAETS coordinator.
- 13.6.7.5 He/she shall supervise the activities of the class outreach secretaries.
- 13.6.7.6 He/she shall initiate and maintain communication with missionaries, missionary agencies; prisons outreach bodies, hospital outreach bodies, secondary school outreach bodies.
- 13.6.7.7 He/she shall work hand in hand with the national mission secretary.
- 13.6.7.8 He/she shall be answerable to and perform any other function as delegated by the president.
- 13.6.8 FINANCIAL SECRETARY/ TREASURER**
- 13.6.8.1 He/she shall keep financial report of the fellowship.
- 13.6.8.2 He/she shall receive and bank all money/cheques within two weeks.
- 13.6.8.3 He/she shall be one of the signatories of the fellowships bank account.
- 13.6.8.4 He/she shall make all payment or disbursement of funds as approved by the president.
- 13.6.8.5 He/she shall submit all financial reports to the executive committee monthly, every family meeting and when required by the executives.
- 13.6.8.6 He/she shall keep an imprest account of not more than Ten Thousand Naira (N10,000).
- 13.6.8.7 He/she shall make all imprest as authorized by the body.
- 13.6.8.8 He/she shall be a member of the charity/welfare committee of the chapter.
- 13.6.8.9 He/she shall perform all other duties as appropriately delegated by the chapter president.
- 13.6.8.10 He/she shall ensure that chapter allocation from the zone and the National, and other financial obligations be paid as and when due.
- 13.6.9 BIBLE STUDY SECRETARY**
- 13.6.9.1 He/she shall organize bible study classes.
- 13.6.9.2 He/she shall encourage the brethren for active bible study participation and develop personal interest in studying the bible.



- 13.6.9.3 He/she shall organize bible quiz when necessary.
- 13.6.9.4 He/she shall perform any other function as may be delegated by the president.
- 13.6.9.5 He/she shall be the secretary to the bible study committee and shall head the bible study facilitators.
- 13.6.9.6 He/she shall organize and coordinate pre -study class for and with the facilitators.
- 13.6.9.7 He/she shall coordinate the activities of the unit.
- 13.6.10 MUSIC DIRECTOR**
- 13.6.10.1 He/she shall coordinate the affairs of the unit and prepare the choir for conferences.
- 13.6.10.2 He/she shall liaise with the organizing secretary in keeping of the properties incidental to his/her office.
- 13.6.10.3 He/she shall organize choir concert annually/praise and worship day.
- 13.6.10.4 He/she shall determine the criteria for membership into the unit.
- 13.6.10.5 He/she shall organize the choir, instrumentalists, and choreographers.
- 13.6.10.6 He/she shall also perform other functions as may be assign by the president.
- 13.6.11 DRAMA COORDINATOR**
- 13.6.11.1 He/she shall coordinate the affairs of the drama unit.
- 13.6.11.2 He/she shall take custody and proper care of all drama costume.
- 13.6.11.3 He/she shall organize drama day annually.
- 13.6.11.4 He/she shall determine the criteria for membership.
- 13.6.11.5 He/she shall also perform other functions as may be assigned by the president.
- 13.6.12 ACADEMIC COORDINATOR/ LIBRARIAN**
- 13.6.12.1 He/she MUST be a Clinical student.
- 13.6.12.2 He/she shall be the head of the academic unit.
- 13.6.12.3 He/she shall coordinate the organization of class tutorial in collaboration with class academic coordinators.
- 13.6.12.4 He/she shall keep all academic materials such as past questions, lecture notes, projects etc.
- 13.6.12.5 He/she shall be the custodian of the body's literatures and other



- materials such as cassettes, CDs etc.
- 13.6.12.6 He/she shall display the materials (in 5 above) in all the fellowship programmes.
- 13.6.12.7 He/she shall organize competitions to encourage reading and proper use of the library among fellowship members example book review, competitive mock exams etc.
- 13.6.12.8 He/she shall on semester basis evaluate the academic performance of FCMLP- Students' arm members through questionnaires and other means.
- 13.6.12.9 He/she shall assist, advice and counsel any member of the fellowship having academic challenges.
- 13.6.12.10 He/she shall organize academic programmes example – seminar, tutorial programmes for the benefit of the members.
- 13.6.12.11 He/she shall be answerable to the president and shall perform any other duties as delegated by the president.
- 13.6.13 ORGANIZING SECRETARY**
- 13.6.13.1 Shall coordinate the activity of the technical unit.
- 13.6.13.2 Shall be responsible for servicing of any equipment and buying of new ones.
- 13.6.13.3 Shall be responsible for the technical, audio, visual and electrical department of the fellowship.
- 13.6.13.4 Shall be the custodian of all technical and musical instruments.
- 13.6.13.5 Shall ensure that fellowship equipment and instruments are set at least 30 minutes before the commencement of any fellowship meeting or programme.
- 13.6.13.6 Shall determine criteria for membership of the unit.
- 13.6.13.7 Shall in-conjunction with the President approve/ disapprove of lending out of any instrument.
- 13.6.14 ASSISTANT ORGANIZING SECRETARY**
- 13.6.14.1 He shall deputize for the organizing secretary.
- 13.6.14.2 He shall be in-charge of the fellowship bus.
- 13.6.14.3 Shall in-conjunction with the chapter executive committee propound leasing and maintenance policies for the fellowship bus.
- 13.6.14.4 Shall ensure the insurance of the bus with an insurance company, and shall ensure the continual maintenance of the insurance policy.
- 13.6.14.5 The maintenance of the bus shall not constitute a liability to the fellowship.
- 13.6.14.6 Shall be answerable to the president and shall perform any other duties as delegated by the president.
- 13.6.15 CHIEF USHER**
- 13.6.15.1 He/she shall co-ordinate the ushering unit.
- 13.6.15.2 He/she shall ensure orderliness in fellowship programs.



- 13.6.15.3 He/she shall be in charge of setting up of fellowship venue.
- 13.6.15.4 He/she shall take proper care of all materials incidental to the office.
- 13.6.15.5 He/she shall collect offerings, tithes, pledges during the fellowship and shall deliver such to the treasurer.
- 13.6.15.6 He/she shall be answerable to the president and shall perform any other duties as delegated by the president.
- 13.6.16 DECORATION COORDINATOR**
- 13.6.16.1 He/she shall co-ordinate the decorating unit.
- 13.6.16.2 He/she shall be the custodian of all the fellowship decoration materials, lectern, and any other materials related to the unit.
- 13.6.16.3 He/she shall organize training of unit members periodically.
- 13.6.16.4 He/she shall be answerable to the president and shall perform any other duties as delegated by the president.
- 13.6.17 PUBLICITY/ EDITORIAL SECRETARY**
- 13.6.17.1 He/she shall be responsible for publicizing all the fellowship activities.
- 13.6.17.2 He/she shall be in charge of the fellowship notice board and head the editorial board.
- 13.6.17.3 He/she shall organize freshers' orientation together with the organizing secretary.
- 13.6.17.4 He/she shall publish newsletters, bulletins and magazines, periodically at affordable prices.
- 13.6.17.5 He/she shall be answerable to the president and shall perform any other duty as delegated by the president.
- 13.6.18 EX – OFFICIO**
- 13.6.18.1 Shall be the immediate past president.
- 13.6.18.2 Shall be any other past executive member, where the supposed past president is re-elected and where the immediate past ex-officio is graduating.
- 13.6.18.3 Shall be a non-portfolio member of the executive committee.
- 13.6.18.4 Shall advice the committee on matters of general interest to the body.
- 13.6.18.5 Shall be the chairman of the Bible Study Committee.
- 13.6.18.6 Shall maintain contact with Alumni and patron/ patroness in conjunction with the assistant general secretary.
- 13.6.18.7 Shall be the chairman of alumni re-union planning committee.
- 13.6.18.8 Shall preside over chapter family meeting/ congress.
- 13.6.18.9 Shall see to the follow-up of year one students alongside members of FYF (final year forum).



13.7 CLASS EXECUTIVE COUNCIL

13.7.1 CLASS COORDINATOR

- 13.7.1.1 He/she shall organize class fellowship at least fortnightly.
- 13.7.1.2 He/she shall be a role model spiritually and academically.
- 13.7.1.3 He/she shall, in-conjunction with members of the Central Executive Committee be responsible for the dissemination of relevant information about the fellowship in the class.
- 13.7.1.4 He/she shall give periodic report regarding academic success, prayer request and challenges to Vice President II.
- 13.7.1.5 He/she shall be concerned with the welfare of members in his/her class and in-conjunction with Vice President II attends to such.
- 13.7.1.6 He/she shall appoint class financial secretary/ treasurer in-conjunction with other class members.

13.7.2 CLASS ACADEMIC COORDINATOR

- 13.7.2.1 He/she shall be a member of fellowship academic committee.
- 13.7.2.2 He/she shall be involved in organizing class tutorials.
- 13.7.2.3 He/she shall keep all academic materials such as past questions, lecture notes, projects etc.
- 13.7.2.4 He/she shall be responsible to Vice President II.

13.7.3 CLASS OUTREACH SECRETARY

- 13.7.3.1 He/she shall organize the class members for regular evangelism.
- 13.7.3.2 He/she shall work hand in glove with the chapter Mission/Evangelism Secretary.

13.8 CONGRESS

- 13.8.1 This shall be the assembly of all members of the FCMLP-Students' arm across the country/zone/chapter as the case may be.
- 13.8.2 Shall supersede the decision of national central committee, zonal central committee, chapter central committee, as the case maybe.
- 13.8.3 The National congress shall be presided by the immediate past Ex-officio in whose absence, the serving National President will appoint any ex-officio present in the National conference. The zonal congress shall be presided over by the zonal coordinator and the chapter congress shall be presided over by the chapter president.
- 13.8.4 The National congress shall hold during the National conference. The zonal congress shall hold during the National conference and zonal conference, while the chapter congress shall hold at the beginning of, and at the end of the semester.
- 13.8.5 The congress both at the National, Zonal or Chapter level shall review the fellowship activities and have the power to appoint an interim committee to investigate matters of the fellowship.



ARTICLE 14

ELECTION, DEDICATION AND HAND OVER

14.1 ELECTION

14.1.1 NATIONAL

14.1.1A. NATIONAL ELECTION

This shall be conducted annually during the National Conference by members of the National Central Committee into the following offices:

- National President
- National Vice President
- National Prayer Secretary
- National Mission Secretary
- Zonal Coordinators

14.1.1B. NATIONAL ELECTORAL COMMITTEE

14.1.1Bi. This shall be inaugurated by the National President during the NCCM for the election at the National conference.

14.1.1Bii. Shall comprise a minimum of seven senior friends (alumni) present, selected from across all the zones.

14.1.1Biii. Shall be headed by the most senior past national president present

14.1.1Biv. Shall be dissolved after the dedication and inauguration of the newly elected executives by the national president.

14.1.1C. ELIGIBILITY OF CANDIDATES

14.1.1Ci. All members of the NCC shall have the right to vote.

14.1.1Cii. Members who have served in a particular office for at least two times shall not be voted into that same office again.

14.1.1Ciii. Members who are in their final year of study shall have the right to vote but shall not be voted for into any office.

14.1.1Civ. All members of the electoral committee are not eligible to vote or be voted for

14.1.1Cv. The past chapter presidents who are not yet in their final year are also eligible to vote and to be voted for.

14.1.2. ZONE

14.1.2A. ZONAL ELECTIONS

14.1.2Ai. Zonal elections shall be conducted during annual national conference.

14.1.2Aii. Each zone shall conduct its own election.

14.1.2Aiii. A five-man zonal electoral committee shall be set up and shall be chaired by the out- going coordinator. The committee shall comprise of the outgoing zonal coordinator, his/her chapter



- president, chapter ex-officio, from the zone and any outgoing national executives present.
- 14.1.2Aiv. There shall be no campaign of any kind, in case of such, chapter shall be disqualified.
- 14.1.2Av. The election shall be conducted by open secret ballot system.
- 14.1.2Avi. The candidate shall be duly elected by a simple majority.
- 14.1.2Avii. The result shall be forwarded immediately by the out-going zonal coordinator to the national electoral committee chair person for onward announcement to the general house.
- 14.1.2B. ELIGIBILITY OF CANDIDATES**
- 14.1.2Bi. Only the present and past chapter presidents that are not yet in final year shall be eligible.
- 14.1.2Bii. The outgoing zonal coordinator's chapter president shall not be eligible to be voted for but can be involved in the voting process.
- 14.1.3. CHAPTER**
- 14.1.3A. CHAPTER ELECTIONS**
- 14.1.3Ai. Shall hold two weeks after nomination.
- 14.1.3Aii. Shall be by open secret balloting.
- 14.1.3Aiii. Lobbying and campaigning is strictly prohibited.
- 14.1.3Aiv. A person shall be duly elected by a simple majority vote.
- 14.1.3Av. The result of the election shall be announced on the day of the election; but the elected persons shall not resume their duties until they are inaugurated.
- 14.1.3Avi. Investigation of a suspected case of lobbying and campaigning shall be done between the day of election and the day of dedication/inauguration.
- 14.1.3B. ELECTORAL COMMITTEE**
- 14.1.3Bi. There shall be an electoral committee of a minimum of five and a maximum of nine depending on the strength of the fellowship.
- 14.1.3Bii. The committee shall have as their chairperson the ex-officio and the serving president and vice president 1(if not eligible) as automatic members.
- 14.1.3Biii. Two members of the outgoing executive that cannot be re-elected shall be members of the committee.
- 14.1.3Biv. The remaining member(s) shall be final year brethren that have served in the executive committee.
- 14.1.3Bv. The committee shall appoint a member of the committee as secretary.
- 14.1.3Bvi. Member of the committee shall neither vote nor be voted for.
- 14.1.3Bvii. The selection of the electoral committee shall be done by the serving executive committee.
- 14.1.3C THE POWER OF THE ELECTORAL COMMITTEE**



- 14.1.3Ci. The committee shall have the power to make electoral rules and regulation and to conduct election,
- 14.1.3Cii. Shall have the power to adequately assess the nominees through an interview before the elections and upon which grounds they retain the power to disqualify any nominated/elected candidate whose character is questionable, before their inauguration.
- 14.1.3Ciii. Shall conduct the election seriously and prayerfully.
- 14.1.3D SPIRITUAL PREPARATION**
- 14.1.3Di The electioneering process shall be approached with all sense of spirituality giving precedence to prayers and fasting by the executive committee, electoral committee and the general house.
- 14.1.3Dii Members of the electoral committee shall fast and pray throughout the electioneering period.
- 14.1.3Dii There shall be prayer convocation to usher in the election: the general house shall fast on the day of the nomination and observe a three day prayer and fasting with the last day being the day of the election.
- 14.1.3E ORIENTATION /RETREAT**
- 14.1.3Ei There shall be orientation for the incoming executive committee prior to the inauguration for the purpose of transmission and continuity of vision; proper orientation with respect to challenges, prospect and state of affairs in the fellowship in accordance to 2 Timothy 2:2.
- 14.1.3Eii The constitution shall be read to the hearing of all the incoming executives committee during the orientation.
- 14.1.3Eiii There shall be a joint retreat of the outgoing and the incoming executives.
- 14.1.3Eiv The features of the retreat shall include:
- a. seminar
 - b. Talk
 - c. Workshop, etc.
- 14.1.3Ev (i) and (iii) above shall occur simultaneously and must be prior to the inauguration.
- 14.1.3F DEDICATION/INAUGURATION/HANDOVER**
- 14.1.3Fi Dedication/inauguration/handover shall be on the general fellowship day.
- 14.1.3Fii The outgoing president shall present a tenure report including financial report.
- 14.1.3Fiii All the outgoing executive members shall handover a typed report of his or her tenure in addition to the fellowship property incidental to his or her office.



14.1.3Fiv Shall occur before the annual general committee meeting (NCCM) /national leadership retreat.

14.1.3Fv All chapter patrons/patroness should be present during the inaugural service.

NOTE: The zonal coordinator must be present during the election or the inaugural service.

14.1.3G MODE OF ELECTION

14.1.3GA NOMINATION

14.1.3GAi. There shall be nomination into the central executive offices in the general fellowship.

14.1.3GAii. There shall be nomination of unit heads by the general house.

14.1.3GAiii. The nomination of the class coordinators shall be done between the period of the general election and handover.

14.1.3GAiv. The nomination and subsequent election of class coordinators shall be conducted by the electoral committee alongside serving vice president II.

14.1.3GB SCREENING

14.1.3GBi. All nominees shall be properly screened.

14.1.3GBii. Shall be done between the period of nomination and election.

14.1.3GBiii. Nominees consent shall be sought, before presenting for elections.

14.1.3H ELIGIBILITY OF CANDIDATE

To be eligible to hold an office a person must:

14.1.3Hi. Be genuinely born again.

14.1.3Hii. Be filled with the Holy Ghost.

14.1.3Hiii. Have an impeccable christian testimony (Acts 6:3).

14.1.3Hiv. Not be less than six months in the fellowship.

14.1.3Hv. Not be a novice in the things of the Lord (I Tim. 3:6-7) and must be able to teach others.

14.1.3Hvi. Be capable of and fit to perform his/her duty.

14.1.3Hvii. Be faithful (I cor.4:2) and have a willingness to serve sacrificially (I Thess. 5:2) and (John 10:11&12).

14.1.3Hviii. Have a cumulative grade point average (CGPA) of not less than 3.0 for central executives and not less than 2.5 for other executives.



- 14.1.3Hix Not have habits of examination malpractice, impersonation etc.
- 14.1.3Hx Not hold any post in any other fellowship/association. If holding any post, must relinquish the post within eight weeks of being inaugurated.
- 14.1.3Hxi Not be engaged to an unbeliever (II Cor.6:14-17) and must not keep any form of ungodly relationships.
- 14.1.3Hxii Not to be married before and during active service, otherwise should quit the office if elected.

NOTE 1: Brethren in final year can vote but cannot be voted for.

NOTE 2: All officers are eligible for re-election or appointment into any office after tenure of office.



ARTICLE 15 DISCIPLINE

15.1 For the maintenance and integrity of noble ideas of our faith in a case of an executive member exhibiting nonchalant attitude in a discharge of duty, lateness or absenteeism from executive committee and fellowship meeting the president alongside the executive committee shall undertake a disciplinary measure.

NOTE: All forms of discipline shall be done in the fear God while the leader considers himself/herself as being capable of making a similar mistake. No punishment shall be aimed at demoralizing any worker or such that may result in any emotional trauma. When and where necessary, leaders must discipline as men who must give account to God. The Bible remains our final authority. I Tim. 1:8-11; Rom. 13:1-5; 14:4, 10-13; Gal.6:1; I Cor. 10:12.

15.2 For the purpose of 15.1 above, the erred fellow shall be subject to disciplinary committee.

15.3 Disciplinary actions shall include stern warning and in an extreme case suspension and for an officer, it shall include the foregoing and/or probation or removal.

15.4 The chairman of the disciplinary committee shall implement the disciplinary measures.

15.5 Without prejudice to 15.3 above of this section, disciplinary measures shall be corrective and not punitive.

15.6 In all cases the offender shall be given a fair hearing.

15.7 In serious cases the patron(s) shall be involved.



ARTICLE 16

COMMITTEES

For the smooth and effective running of the FCMLP- Students' arm, committees shall be constituted. They shall be graded as permanent and ad-hoc committees.

16.1 PERMANENT COMMITTEES

16.1.1 MISSIONS COMMITTEE

16.1.1.1 The national mission secretary shall setup a five man committee in her/his chapter.

16.1.1.2 National mission committee shall coordinate mission activities across the chapters and zones and shall publish an annual newsletter as the need arises.

16.1.1.3 The chapter mission committee (which is same as evangelism unit) shall organize outreaches and evangelism for the chapter.

16.1.1.4 The chapter mission committee shall organize an evangelism training program (MAETS) which must hold at least annually.



16.1.2 EDITORIAL COMMITTEE

16.1.2.1 Shall comprise a national editorial crew and associate editors from all chapters.

16.1.2.2 Shall be headed by the editor-in-chief and chapters' editorial/publicity secretary as it may apply.

16.1.2.3 Each chapter editor/publicity secretary shall be an associate editor with the national editorial committee.

16.1.2.4 The editor-in chief shall select members to constitute the national editorial crew.

16.1.3 CONFERENCE PLANNING COMMITTEE

16.1.3.1 Shall be set up by the host chapter president in conjunction with the chapter executive committee.

16.1.3.2 Shall be headed by a past chapter executive committee member that has attended a minimum of two of such conference.

16.1.3.3 Chapter president, vice president I and II shall be automatic members of the committee.

16.1.3.4 Shall be set up at most four weeks after the NCCM.

16.1.3.5 The head of the committee shall be answerable to the chapter president who will in turn be answerable to the national vice president and the zonal coordinator as the case may be and these shall be in turn answerable to the national president.

16.2 AD HOC COMMITTEES

NOTE: Ad hoc committees shall be setup when necessary and shall be answerable to the chapter president, zonal coordinator or the national president as the case may be.

16.2.1 DISCIPLINARY COMMITTEE

16.2.1.1 In compliance with the article of discipline of this constitution there shall be a disciplinary committee.

16.2.1.2 Shall enquire into specific matters referred.

16.2.1.3 Shall have the power to take decision base on their findings.

16.2.1.4 Shall be headed by the ex-officio but in a case that involves her/him the committee shall be headed by the patron/patroness.

16.2.2 BIBLE STUDY COMMITTEE



- 16.2.2.1 Shall be headed by the ex-officio (and the president in a case where the ex-officio is graduated) with the bible study secretary as the secretary of the committee.
- 16.2.2.2 Other members of the committee shall include the president, the vice president I and any two other members appointed by the bible study secretary and confirmed by the executive committee members.
- 16.2.2.3 Shall draw out bible study outline for the semester/tenure in accordance with the theme/vision.



ARTICLE 17

AMENDMENT, ADDENDUM, INTERPRETATION AND ARBITRATION OF THE CONSTITUTION

17.1 AMENDMENT/ADDENDUM OF THE CONSTITUTION

17.1.1 No arbitration of this constitution shall be made except by the central executive committee. Any section of this constitution shall be subject to amendment with regards to prevailing changes / circumstances.

17.1.2 Any motion for amendment and correction should be sent to the NCC and the application with reason must be in writing.

17.1.3 The Constitution Amendment Committee shall comprise a minimum of 7 and maximum of 14 members, which must include at least three Past National Executives (among Presidents and Secretaries), and the current National President as statutory members.

17.1.4 The Constitution Amendment Committee chairman must be a Student, appointed with discretion by the serving NEC.

17.1.5 The amendment shall be ratified at the NCC by simple majority.

17.2 INTERPRETATION AND ARBITRATION OF THE CONSTITUTION



A final interpretation of this constitution lies with the National president at the national level, zonal coordinator at the zonal level and chapter president at the chapter level.



ARTICLE 18

ACCEPTANCE OF THE MEMBERSHIP

Every member of the FCMLP- Students' arm by acceptance of membership and constitution thereof thereby accept the aims and objectives of FCMLP- Students' arm to submit to the constitution and on these conditions alone is entitled to the privilege right(s) of FCMLP- Students' arm.



ARTICLE 19

AFFILIATION/RELATION

We are to maintain a steady and cooperative relationship with other professional, medical and Christian bodies if the need arises and when it is convenient.

- 19.1 Professional Christian body and all members of FCMLP- Students' arm become automatic members of the body upon graduation.
- 19.2 The churches and other National Christian student bodies.
- 19.3 Medical mission and Christian hospital fellowship.
- 19.4 FCMLP- Students' arm does not seek to duplicate the activities of any of these fellowship/groups to which some of her member also belong.



ARTICLE 20 PUBLICATIONS

- 20.1 Literature and messages on holistic medical practices and other spiritual subjects shall be obtained from affiliated bodies in conferences to be distributed to all our chapter libraries subject to availability of



fund.

20.2 The FCMLP- Students' arm magazine, *the bridge* shall be published annually.

20.3 Awareness tracts of the past and present activities of the FCMLP- Students' arm. Stickers and other informative items shall be produced as the need arises.

20.4 Production of copies of the constitution as the need arises.

20.5 Production of the certificate of honor / commendation as shall be recommended by the NCC.



ARTICLE 21 PATRONS / PATRONESSES

- 21.1 There shall not be more than four (4) patron/ patronesses.
- 21.2 They may not necessarily be medical laboratory scientist.
- 21.3 They shall be appointed by the executive committee.
- 21.4 A letter of appointment shall be forwarded to the ratified patrons through the general secretary.
- 21.5 The tenure of office shall be four (4) years only after which a patron may be re-nominated.
- 21.6 At the end of the four (4) years, a letter of termination of appointment and an award /certificate of honor shall be forwarded to him/her.
- 21.7 They may from time to time be required to give advice and render voluntary financial and /or other assistance to the body.

NOTE: For National patrons/patronesses each zone shall present a patron subject to ratification by the NCC. The 4 Patrons/Patronesses shall come from the 4 zones (i.e. one from each zone).



ARTICLE 22

BENEFITS, RIGHTS AND PRIVILEGES

22.1 RIGHTS OF FULL MEMBERS



22.1.1 Presentation of a copy of the constitution as is available.

22.1.2 Participation in recognized official meeting and FCMLP- Students' arm functions.

22.1.3 To vote and be voted for in approved elections.

22.1.4 Representing the FCMLP- Students' arm, if so considered by the National, Zonal, and Chapter Central Committee.

22.1.5 Other right and privilege as situations may demand in accordance with the scriptures e.g. Weddings, Bereavement, etc. Rom.12:15.

22.2 HONOURARY AND ASSOCIATE MEMBERS

22.2.1 Honourary and associate members are entitled to participation in recognized and official meetings and functions of FCMLP- Students' arm.

22.2.2 They cannot vote or be voted for in any election.

22.2.3 Any other rights and privileges as directed by the National, Zonal or Chapter Central Committee.

This reviewed constitution was printed by the 2023/2024 National Executive Council.

