

[HB. 15.12.329]

**A BILL****FOR**

**AN ACT TO ESTABLISH THE CHARTERED INSTITUTE OF GLOBAL  
COMMUNICATION AND DIPLOMACY OF NIGERIA TO PROVIDE FOR THE  
CONTROL OF ITS MEMBERSHIP AND TO PROMOTE AND FOSTER THE PRACTICE  
OF BUSINESS COMMUNICATION AND DIPLOMACY IN NIGERIA AND FOR OTHER  
MATTERS CONNECTED THEREWITH**

*Sponsored by HON. MUHAMMED ALI WUDIL.*

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Commence-  
ment.

BE IT ENACTED by the National Assembly of the Federal Republic  
of Nigeria as follows:

1        1. There is hereby established a body to be known as the Chartered  
2        Institute of Global Communication and Diplomacy of Nigeria (in this  
3        Act referred to as "the Institute").

Establishment  
of the  
Institute.

4        2. The Institute:

5        (1) shall be a body corporate with perpetual succession, and a  
6        common seal; and

7        (2) may sue and be sued in its corporate name.

8        3. The Institute may, subject to the Land Use Act, acquire, hold,  
9        and dispose of any property, moveable or immoveable.

10       4. The Institute shall establish a head office or headquarters at  
11       Abuja and offices in each of the State capitals, including the FCT.

12       5. The Institute shall have the general duty of:

Establishment  
of head  
office and  
branches.

13       (1) determining the standards of knowledge and skill to be attained  
14       by persons seeking to become registered members of the Institute  
15       and raising those standards from time to time as circumstances  
16       may permit;

17       (2) Securing in accordance with the provisions of this Act, the  
18       establishment and maintenance of a register of members entitled to  
19       practice as chartered Communicators and Diplomats and a register

Objective of  
institutes.

1 of institutional members and the publication from time to time, of  
2 list of those persons;

3 (3) Conducting professional examinations leading to the award  
4 of certificates as may be prescribed by the Institute;

5 (4) maintaining, in accordance with the provisions of this Act,  
6 discipline within the profession;

7 (5) encourage, increase, disseminate and promote the education  
8 and training of members in respect of all questions appertaining  
9 thereto or therewith, the practice of communication and diplomacy;

10 (6) highlight and impart such specialized knowledge and  
11 experience in communication and diplomacy and;

12 (7) consulting with and making recommendations to government,  
13 regulatory bodies, trade associations, academic institutions and other  
14 professional bodies on all matters related to business  
15 communication, diplomacy management training and development.

16 (8) performing through the Governing Council all functions  
17 conferred on it by this Act

18 6. The Objectives of the Institute are to:

19 (1) Organize and conduct professional examinations in  
20 communication and diplomacy leading to the award of Associate of  
21 the Chartered Institute of Global Communication and Diplomacy of  
22 Nigeria;

23 (2) Regularly organize evening and weekend classes for student  
24 members preparing for the Institute's examinations;

25 (3) Facilitate effective rapport between practicing business  
26 communicators and diplomats;

27 (4) Take desirable measures to further the interest of business  
28 communication and diplomacy in the country;

29 (5) Organize lectures, seminars and conferences on  
30 communication and diplomacy and related fields;

1 (6) Uphold and ensure observance of professional ethics and  
2 tradition in the industry;

3 (7) Publishing in-house journals and books on business  
4 communication and diplomacy;

5 (8) Promote general advancement of business communication  
6 and diplomacy in the country;

7 (9) conduct research into the theory and practice of business  
8 communication and diplomacy in Nigeria;

9 (10) Disseminate information relating to business communication  
10 and diplomacy to the public and to liaise with the Government bodies  
11 towards promoting business communication and diplomacy in the  
12 country;

13 (11) Undertake any project or do anything which is deemed to be  
14 in the best interest of members; and

15 (12) Provide consultancy services in business communication and  
16 in related fields.

17 7.—(1) There is hereby established for the Institute a Governing  
18 Council (in this Act referred to as “the Council”) which shall be  
19 charged with the responsibility for the administration and general  
20 management of the Institute.

Establishment  
of  
Governing  
council.

21 (2) The Council shall consist of the following members:

22 (a) a Chairman who shall be President of the Institute;

23 (b) a Vice Chairman;

24 (c) a Treasurer who shall be elected by the Institute;

25 (d) one representative each of the following:

26 (i) Federal Ministry of Communication Technology;

27 (ii) Federal Ministry of Industry, Trade and Investment

28 (iii) Federal Ministry of Foreign Affairs;

29 (e) five persons elected by the Institute;

30 (f) the pioneer President of the Institute shall be entitled to serve

1 on the council as the chairman and president for a maximum period  
2 of three years from the expiration of their terms in office.

3 (g) two persons to represent institutions of higher learning in  
4 Nigeria offering courses leading to approved qualifications, to be  
5 appointed by the Federal Ministry of Education on rotation, so,  
6 however that the two shall not be from the same institution; and

7 (h) the Registrar of the Institute who shall be the secretary of the  
8 Council.

9 (3) The provision of First Schedule to this Act shall have effect  
10 with respect to the qualifications and tenure of office of members of  
11 the Council and the other matters therein mentioned.

12 (4) The Council shall have power to do anything which in its  
13 opinion is calculated to facilitate the carrying on of the activities of the  
14 Institute.

15 (5) The Council shall appoint other principal officers as:

16 (a) Director, Education and Consultancy

17 (b) Director, Finance and Administration;

18 (c) Director, Research and Development; and

19 (d) Any other position that may be deemed necessary.

Appointment  
of registrar  
and  
maintenance  
of register.

20 8.—(1) It shall be the duty of the Council to appoint a fit and  
21 proper person who shall be a member of the Institute to be the Registrar  
22 for the purpose of this Bill.

23 (2) It shall be the duty of the Registrar to prepare and maintain in  
24 accordance with rules made by the Council, a register of names,  
25 addresses and approved qualifications and of such other particulars as  
26 may be specified in the rules, of all persons who are entitled in  
27 accordance with the provisions of this Bill to be enrolled as fellows,  
28 senior members, full members, associates or registered graduates  
29 or registered students and who, in the manner prescribed by such  
30 rules, apply to be registered.

1       (3) The register shall consist of three parts of which one part  
2 shall be in respect of fellows and senior members, the second part  
3 shall be in respect of full members and associate members and the  
4 third part shall be in respect of graduate and student members.

5       (4) Subject to the following provisions of this section the Council  
6 shall make rules with respect to the form and keeping of the register  
7 and the making of entries therein and in particular:

8       (a) Regulating the making of applications for enrolment and  
9 providing for the evidence to be produced in support of applications;

10       (b) Providing for the notification to the Registrar by the person  
11 whom any registered particulars relating to him has changed in  
12 those particulars;

13       (c) authorizing an enrolled or a registered person to have any  
14 qualification in relation to the relevant division of the profession,  
15 either an approved qualification for the purposes of this Bill,  
16 registered in relation to his name in addition to or, as he may elect,  
17 in substitution for any other qualification registered;

18       (d) specifying the fees, including any annual subscription, to be  
19 paid to the Institute in respect of the entry of names on register, and  
20 authorizing the Registrar to refuse to enter a name on the register  
21 until any fee specified for the entry has been paid;

22       (e) Specifying any other thing failing to be specified under the  
23 foregoing provisions of this section.

24       (5) Rules made for the purposes of paragraph (d) of subsection 4  
25 of this section shall not come into force until confirmed at a special  
26 meeting of the Institute convened for the purpose thereafter, or at the  
27 next annual general meeting, as the case maybe.

28       (6) It shall be the duty of the Registrar:

29       (a) to correct, in accordance with the rules of the Council, any  
30 entry in the register which the Council directs him to correct as

1 being in the opinion of the Council an entry which was incorrectly  
2 made;

3 (b) to make, from time to time, any necessary alterations in the  
4 register of members;

5 (c) to record the names of members of the Institute who are in  
6 default for more than six months in the payment of annual  
7 subscriptions, and to take such action in relation thereto (including  
8 removal of the names of defaulters from the register) as the Council  
9 may direct or require.

10 (7) If the Registrar:

11 (a) sends by post to any registered person a registered letter  
12 addressed to that person at his address on the register enquiring  
13 whether the registered particulars relating to him are correct and  
14 receives no reply to the letter within the period of six months from  
15 the date of posting it; and

16 (b) upon the expiration of that period sends in the like manner to  
17 the person in question a second similar letter and receives no reply  
18 to that letter within three months from the date of posting it, then;

19 (c) the Registrar may remove the particulars relating to the person  
20 from the register. However the Council may direct the Registrar to  
21 restore to the appropriate part of the register any particulars removed  
22 there from under this subsection.

Functions of  
the registrar.

23 9.—( 1) It shall be the duty of the Registrar:

24 (a) to cause to be printed, published and put on sale to all members  
25 of the public the register not later than two years from the appointed  
26 day;

27 (b) in each year after that in which the register is first published  
28 under paragraph (a) of this subsection, to cause to be printed,  
29 published and put on sale as aforesaid, either a corrected edition of  
30 the register or a list of alterations made to the register since it was

1 last printed; and

2 (c) to cause a print of each edition of the register and of each list  
3 of corrections to be deposited at the principal office of the Institute.  
4 and it shall be the duty of the Council to keep the register and lists so  
5 deposited available at all reasonable times for inspection by members  
6 of the public.

7 (2) Where in accordance with subsection (1) of this section, a  
8 person is in any proceedings shown to have been or not to have been  
9 registered at a particular date, he shall, unless the contrary is proved,  
10 be taken for the purpose of those proceedings as having at all material  
11 times thereafter continued to be or not to be so registered.

12 10.—(1) Subject to section 16 of this Act and to rules made under  
13 section 9 of this Act, a person shall be entitled to be enrolled or  
14 registered as, a chartered communicator and diplomat if either:

Registration  
of a  
chartered  
communicator.

15 (a) he passes the qualifying examination for membership  
16 conducted by the Council under the Bill and completes the practical  
17 training prescribed;

18 (b) he holds a qualification granted outside Nigeria and for the  
19 time being accepted by the Institute and satisfies the Council that he  
20 has had sufficient practical experience as a communicator and  
21 diplomat.

22 (2) An applicant for registration shall, in addition to evidence of  
23 qualification, satisfy the Council that:

24 (a) he is of good character and high integrity;

25 (b) he has attained the age of 21 years; and

26 (c) he has not been convicted in Nigeria or elsewhere of an  
27 offence involving fraud, dishonesty or gross misconduct.

28 (3) The Council may, in its sole discretion, provisionally accept  
29 a qualification produced in respect of an application for registration  
30 under this section, or direct that the application be renewed within

1 of any instruction or the holding of any examination.

2 (3) On receipt of a report made in pursuance of this section, the  
3 Council may, if it thinks fit and proper shall, if so requiring by the  
4 Institute, send a copy of the report to the person appearing to the Council  
5 to be in charge of the institution or responsible for the examinations to  
6 which the report relates requesting that person to make observations  
7 and report to the council within such period as may be specified in the  
8 request not being less than one month beginning from the date of the  
9 request.

Membership.

10 **13.**—(1) Subject to the provisions of this Act, persons admitted  
11 to membership of the Institute shall be registered as members in the  
12 following categories:

- 13 (a) Graduate members;
- 14 (b) Associate members;
- 15 (c) Full Members;
- 16 (d) Senior Members; and
- 17 (e) Fellows;

18 (2) Persons accorded as chartered communicators and diplomats  
19 by the council shall be entitled to the use of that name and shall be  
20 enrolled as:

- 21 (a) as a Graduate Member if:
  - 22 (i) he satisfies the Council that he is eligible to be so registered;
  - 23 (ii) he has been a Student Member, and has met the qualifications
  - 24 as prescribed by the institute;
  - 25 (iii) he has passed the associateship examination but has not met
  - 26 other conditions in this act;
- 27 (b) Associate Members, if they are 16 years of age or above and:
  - 28 (i) he satisfies the Council that he is eligible to be registered and
  - 29 has passed the associateship examination, and
  - 30 (ii) he has acquired on the job practical experience in business

1 communication and diplomacy or related fields for such number of  
2 years as may be specified by the Council.

3 (c) Full Members, if they are 18 years of age or above and:

4 (i) have passed any examination prescribed or accepted by the  
5 Institute;

6 (ii) have at least six years relevant working experience in the  
7 office of one or more organizations recognized by the Institute, so  
8 however that the period of six years may be reduced by up to four  
9 years in respect of time already spent in fulltime higher education  
10 approved by the Institute.

11 (d) Senior Members if they are at least 24 years of age and:

12 (i) have at least eight years relevant working experience in the  
13 office of one or more organizations;

14 (ii) have, for at least two years in the past six years held a relevant  
15 senior appointment in one or more organizations;

16 (e) Fellows if they are at least 28 years of age, and:

17 (i) have at least ten years relevant working experience in the  
18 office of one or more organizations;

19 (ii) have, for at least three years in the past ten years held a  
20 relevant senior appointment in one or more organizations;

21 (iii) are holders of the certificate of the final examinations of the  
22 Institute and approved academic professional qualifications; and

23 (iv) at the discretion of the Council to be fit and proper persons to  
24 be so enrolled;

25 (3) The designatory letters of the:

26 (a) Fellows of the Chartered Institute of Global Communication  
27 and Diplomacy of Nigeria shall be "FCIGCD";

28 (b) Senior Members of the Chartered Institute of Global  
29 Communication and Diplomacy of Nigeria shall be "SMCIGCD";

30 (c) Full Members of the Chartered Institute of Global

Categories  
of  
Membership.

1 not be a member of Council.

2 (7) There shall be paid out of the fund of the Institute:

3 (a) the remuneration and allowances of the Registrar and other  
4 employees of the Institute;

5 (b) such reasonable traveling and subsistence allowances of  
6 members of the Council in respect of the time spent on the business  
7 of the Council as the Council may determine; and

8 (c) any other expenses incurred by the Council in the discharge  
9 of its functions under this Act.

Bank  
account.

10 **16.—**(1) The Institute shall maintain bank account(s) in its name  
11 in banks approved by the Council.

12 (2) Any funds in excess of imprest to be determined by the Council  
13 shall be lodged into the Institute's account.

14 (3) The National president, National treasurer and the Registrar  
15 shall be signatories to the Institute's account. At the State level the  
16 President, the treasurer and assistant registrar shall be signatories.

Establishment  
of national  
tribunal.

17 **17.—**(1) There shall be established a body to be known as the  
18 Chartered Communication and Diplomacy Disciplinary Tribunal (in  
19 this Bill referred as "the Tribunal") which shall be charged with the  
20 duty of considering and determining any case referred to it by the  
21 panel established under subsection (3) of this section and any other  
22 case of which the Tribunal has cognizance under the following provision  
23 of this Bill.

24 (2) The Tribunal shall consist of the Chairman of the Council and  
25 six other members of the Council appointed by the Council.

26 (3) There shall be a body, to be known as the Chartered  
27 Communication and Diplomacy Investigating Panel (in this Bill referred  
28 to as "the Panel") which shall be Charged with the duty of:

29 (a) conducting a preliminary investigation into any case where it  
30 is alleged that a member has misbehaved in his capacity as a

1 chartered communicator and diplomat or should for any other reason  
2 be the subject of proceedings before the Tribunal; and

3 (b) deciding whether the case should be referred to the Tribunal.

4 (4) The panel shall be appointed by the council, and shall consist  
5 of two members of the Council and one chartered communicator and  
6 diplomat who is not a member of the council.

7 (5) The provisions of the Third Schedule to this Bill in so far as it  
8 relates to the Tribunal and Panel respectively shall have effect with  
9 respect to those bodies.

10 (6) The council may make rules not inconsistent with this Bill to  
11 acts which constitute professional misconduct Penalties for  
12 Unprofessional Conduct, etc.

13 **18.—(1) Where:**

14 (a) a person enrolled or registered under this Bill is adjudged by  
15 the Tribunal to be guilty of infamous conduct in any professional  
16 respect;

17 (b) a person enrolled or registered under this Bill is convicted,  
18 by any court in Nigeria or elsewhere having power of competent  
19 Jurisdiction, of an offence (whether or not punishable with  
20 imprisonment) which in the opinion of the Tribunal is incompatible  
21 with the status of a chartered Communicator and Diplomat;

22 (c) the Tribunal is satisfied that the name of any person has been  
23 fraudulently enrolled or registered;

24 (d) the Tribunal may, if it thinks fit, give a direction reprimanding  
25 that person or instruct the Registrar to strike his name off the relevant  
26 part of the register.

27 (2) The Tribunal may, if it thinks fit, defer or further defer its  
28 decision as to the giving of a direction under subsection (1) of this  
29 section until a subsequent meeting of the tribunal.

30 (3) No decision of the Tribunal shall be deferred under subsection

1 (2) for periods exceeding one year in the aggregate.

2 (4) In so far as possible, no person shall be a member of the  
3 Tribunal for the purposes of reaching a decision which has been deferred  
4 or further deferred, unless he was present as a member of the Tribunal  
5 when the decision was deferred.

6 (5) For the purposes of subsection (1) of this section, a person  
7 shall not be treated as convicted unless the conviction stands at a time  
8 when no appeal or further appeal is pending or may (without extension  
9 of time) be brought in connection with the conviction.

10 (6) When the Tribunal gives a direction under subsection (1) of  
11 this section, the tribunal shall cause notice of the direction to be served  
12 on the person to whom it relates,

13 (7) The person to whom a direction given under subsection (1) of  
14 this section relates may, at any time within 28 days from the date of  
15 service on him of notice of the directive appeal against the direction to  
16 the Federal High Court; and the Tribunal may appear as respondent to  
17 the appeal and, for the purpose of enabling directions to be given as to  
18 the costs of the appeal and of proceedings before the Tribunal, the  
19 tribunal shall be deemed to be a party thereto whether or not it appears  
20 on the hearing of the appeal.

21 (8) A direction of the Tribunal given under subsection (1) of this  
22 section shall take effect where:

23 (a) no appeal under this section is brought against the direction  
24 within the time limited for such an appeal, or on the expiration of  
25 that time;

26 (b) such an appeal is brought and is withdrawn or struck out for  
27 want of prosecution, on the withdrawal or striking out of the appeal;

28 (c) such an appeal is brought and is not withdrawn or struck out  
29 as aforesaid, if and when the appeal is dismissed.

30 (9) A person whose name is removed from the register in

1   pursuance of a direction of the Tribunal under this section shall not be  
2   entitled to be registered again except in pursuance of a direction in  
3   that behalf given by the Tribunal on the application of that person.

4       (10) A direction under this section for the removal of a person's  
5   name from the register may prohibit an application under subsection  
6   (9) of this section by that person until such period from the date of the  
7   direction (and where he has duly made an application, from the date  
8   of his last application) or as maybe specified in the direction.

9       19.—(1) Subject to subsection (2) of this section a person shall be  
10   deemed to practice as such if, in consideration of remuneration received  
11   or to be received, and whether by himself or in partnership with any  
12   other person, he:

13       (a) engages himself in the practice as a chartered communicator  
14   and diplomat or holds himself out to the public as a chartered  
15   communicator and diplomat;

16       (b) renders professional service or assistance in or about matters  
17   of principle or details relating to entrepreneurship;

18       (c) renders any other service which may by regulations made by  
19   the Council, be designated as service constituting practice as  
20   chartered communicator and diplomat or any of them.

21       (2) Nothing in this section shall be construed so as to apply to  
22   persons who, while in employment of any government or person, are  
23   required under the terms or in such employment, to perform the duties  
24   of a chartered communicator and diplomat or any of them.

25       (3) A person who is not a member of the Institute or academy  
26   established before the commencement of this Act, but is qualified to  
27   apply for and obtain membership of the Institute may apply for  
28   membership of the Institute established by this Act, in such a manner  
29   as may be prescribed by rules made by the Council and shall be  
30   registered in the category of membership appropriate in the current

1 period for holders of the qualification he possesses.

2 **20.—(1)** The Council may make rules for:

3 (a) the training of chartered communicators and diplomats;

4 (b) the supervision and regulation and or engagement and training  
5 of such persons; and

6 (c) the provision of articles.

7 (2) The Council may also make rules:

8 (a) prescribing the amount and, date for payment of the annual  
9 subscription and annual renewal of studentship and for such purpose  
10 different amount may be prescribed by the rules accorded to  
11 different categories of membership of the Institute;

12 (b) prescribing the form of license to practice to be issued as the  
13 council thinks fit, by endorsement on an existing license;

14 (c) restricting the right to practice as a chartered communicator  
15 and diplomat for any default of payment of the amount of the annual  
16 subscription which continues for longer than such period as maybe  
17 prescribed by the rules;

18 (d) prescribing the period of practical training for the office of a  
19 chartered communicator and diplomat of Nigeria for which if the  
20 training is completed a person qualifies for enrolment or a license  
21 to practice as a chartered communicator and diplomat of Nigeria.

22 **21.—(1)** The Institution shall:

23 (a) provide and maintain a library comprising books and  
24 publications for the advancement of knowledge of business  
25 communication and diplomacy and leadership as well as such other  
26 books and publication as the Council may think necessary for the  
27 purpose.

28 (b) encourage research into the art of communication, diplomacy  
29 and leadership and allied subjects to the extent that the Council may,  
30 from time to time, consider necessary.

1        22.—(1) Any regulations, made under this Bill shall be published  
2 as soon they are made; and the Council shall as soon they are published  
3 make available copies of any such regulations to the President of the  
4 Institute.

5        (2) Rules made for the purposes of this Bill shall be subjected to  
6 confirmation by the institute at its next annual meeting or any special  
7 meeting of the institute convened for the purpose, and if then annulled  
8 shall ceased to have effect on the day after the date of annulment, but  
9 without prejudice to anything done in pursuance or any such rules.

10       23.—(1) If any person for the purpose of procuring the enrolment  
11 or registration of any name, qualification or other matter.

12       (a) make a statement which he believes to be false in a material  
13 particular, or

14       (b) recklessly makes a statement which is false in a material  
15 particular, is guilty of an offence.

16       (2) If on or after the relevant date, any person who is not a member  
17 of the institute practices as a chartered communicator and diplomat  
18 for or in expectation of reward or uses any name, title, additional  
19 description implying that he is in practice as a chartered communicator  
20 and diplomat, is guilty of an offence.

21       (3) If the registrar or any other person employed by or on behalf  
22 of the Institute willfully makes any falsification in any matter relating  
23 to the register he is guilty of the offence.

24       (4) A person guilty of an offence under this section is liable:

25       (a) on summary conviction, to a fine of an amount not exceeding  
26 ₦100,100; or

27       (b) on conviction or on indictment to a fine of an amount not  
28 exceeding ₦100,000 or to imprisonment for a term not exceeding  
29 two years, or to both such fine and imprisonment.

30       (5) Where an offence under this section which has been committed

1 by a body corporate is proved to have been committed with the consent  
2 or connivance of or to be attributable to any neglect on the part of any  
3 director; manager, secretary or other similar officer of the body  
4 corporate or any person purporting to act in any such capacity. he as  
5 well as the body corporate shall be deemed to be guilty of that offence  
6 and shall be proceeded against and punished accordingly.

7 **24.—(1)** As from the commencement of this Act:

8 (a) all assets and liabilities held or incurred immediately before  
9 the commencement date, by or on behalf of the Incorporated Institute  
10 shall, by virtue of this subsection and without further assurance,  
11 vest in the Institute and be held by it for the purpose of the Institute;

12 (b) the Incorporated Institute shall cease to exist; and

13 (c) subject to subsection (2) of this section, any act, matter or  
14 thing made or done by the Incorporated Institute shall be deemed to  
15 have been done by the Institute.

16 (2) The provisions of the Second Schedule to this Act shall have  
17 effect with matters arising from their transfer by this section to the  
18 Institute of the properties of the Incorporated Institute and with respect  
19 to other matters mentioned in that schedule.

Interpretation.

20 **25.** In this act, unless the context otherwise requires:

21 “Chartered Communicator and Diplomat” means a chartered  
22 communicator and diplomat enrolled as a full member, associate  
23 member, senior member, fellow, or graduate member of the  
24 Institute;

25 “Council” means the Council established as the governing body  
26 of the Institute under section 4 of this Bill. “enrolled” In relation to  
27 a fellow or full or associate member, means registered in the part  
28 of the register relating to fellow or full or associate members, as  
29 the case maybe;

30 “Fees” includes annual subscription;

1        “Incorporated Institute” means the Institute of Global  
2        Communication and Diplomacy.

3        “Institute” means the Chartered Institute of Global  
4        Communication and Diplomacy of Nigeria(CIGCD)

5        “Member” means a member of the Council and includes the  
6        President:

7        “Panel” has the meaning assigned thereto under section 13 of  
8        this Act;

9        “President” and “Vice-President” mean respectively the office  
10       holders under these names in the Institution;

11       “Register” means the register maintained in pursuance of this  
12       Act;

13       “Tribunal” has the meaning assigned thereto under section 13 of  
14       this Act

15       **26.** In the event of the dissolution of the institute, all debts and       Winding up.  
16       liabilities legally incurred on behalf of the institute shall be fully  
17       discharged and any credit balance shall be transferred to  
18       communication federation of Nigeria Limited for communication  
19       development.

20       **27.** This Bill may be cited as the Chartered Institute of Global       Citation.  
21       Communication and Diplomacy of Nigeria (Establishment, etc.) Bill;  
22       2015.

**SCHEDULES**

**SCHEDULE I**

**CESSATION OF MEMBERSHIP AND POWERS OF THE COUNCIL**

(i) Subject to the provisions of this paragraph, a member of the Council apart from the president shall hold office for a period of two years beginning with the date of his appointment or election:

(a) Any member of the Institute who ceases to be a member thereof shall, if he is also a member of the Council cease to hold office in the Council.

(b) Any elected member may by notice in writing under his hand addressed to the President of the Institute resign his office.

(c) A person who retires from or otherwise ceases to be an elected member of the Council shall be eligible again to become a member of the Council and any appointed member may be reappointed.

(d) Elections to the Council shall be held in such a manner as may be prescribed by the rules of the Council, and until so prescribed, they shall be decided by a show of hands.

(ii) The Council shall have power to do anything which in its opinion is calculated to facilitate the carrying on of the activities of the Institute.

(iii) Subject to the provisions of this Bill the Council may in the name of the Institute make standing orders regulating the proceedings of the Institute, the Council or any of the Institutes committees.

(a) The standing orders shall provide for decisions to be taken by a majority of the members, and in the event of equality of votes the President of the Institute or the chairman as the case may be shall have a second or casting vote.

(b) The standing orders made for a committee shall provide that the committee reports back to the Council on any matter not within its competence to decide.

(c) The quorum of the Council shall be seven and the quorum of a committee of the Council shall be determined by the Council.

(iv) The Council shall convene the annual meeting of the Institute on 30th of June in every year or on such other day as the Council may from time to time appoint so however that if the meeting is not held within one year after the previous annual meeting, not more than fifteen months shall elapse between the respective dates of the two meetings.

(a) A special meeting of the Institute may be convened if members of the Institute require it by notice in writing addressed to the Registrar of the Institute setting out the objects of the proposed meeting, the chairman of the Council shall convene a special meeting of the Institute.

(b) The quorum of any meeting of the Institute shall be ten members and that of any special meeting of the Institute: shall be fifteen members.

(v) Subject to the provisions of any standing orders of the Council, the Council shall meet whenever it is summoned by the chairman and if the chairman is required to do so by notice in writing given to him by not less than seven other members, he shall summon a meeting of Council to be held within seven days from the date on which the notice is given:

(a) At any meeting of the Council, the chairman or in his absence the vice chairman shall preside, but if both are absent the members present at the meeting shall appoint one of their number to preside at the meeting.

(b) Where the Council desires to obtain the advice of any person on a particular matter, the Council may co-opt him as a member for such period as the Council thinks fit: but a person who is a member by virtue of this sub- paragraph shall not be entitled to vote at any meeting of the Council and shall not count towards a quorum.

(c) Notwithstanding anything in the foregoing provisions, the meetings of the Council may be summoned by the Minister, who may give such direction as he thinks fit as to the procedure which shall be followed at the meeting.

(vi) The Council may appoint one or more committees to carry out such functions as the Council may determine:

(a) A committee appointed under this paragraph shall consist of the number of persons determined by the Council of whom not more than one third shall be members of the Council and shall hold office in the committee in accordance with the terms of the instrument by which he is appointed.

(b) The fixing of the seal of the Institute shall be authenticated by the signature of the

President of the Institute or of some other members of the Council authorized generally or specially by the Council to act for that purpose.

(c) Any contractor instrument which, if made or executed by a person not being a corporate body, would not be required to be under seal, may be made or executed on behalf of the Institute or of the Council as the case may require, by any person generally or specially.

(viii) The validity of any proceedings of the Institute or the Council or of a committee of the Council shall not be adversely affected by any vacancy in membership or by any defect in the appointment of a member of the institute or of the cancelling of a person's name to serve on the committee, or by reason that the person not entitled to do so took part in the proceeding.

(ix) Any member of the Institute or of the Council and any person holding office on a committee of the Council, who has a personal interest in any contract or arrangement entered into or proposed to be considered by the Council on behalf of the Institute or on behalf of the Council or a committee thereof, shall forthwith disclose his interest, to the President of the Institute or the Council, as the case may be, and shall not vote on any question relating to the contract or arrangement.

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SCHEDULE II

TRANSITIONAL PROVISIONS AS TO ASSETS AND LIABILITIES

(i) Every agreement to which the Incorporated Institute was a party immediately before the appointed day, whether in writing or not and whether or not of such a nature that the rights, liabilities and obligation thereunder could be assigned by the incorporated Institute, shall, unless its terms or subject matter make it impossible that it should have effect as modified in the manner provided by these subparagraphs, have effect from the appointed by so far as it relates to assets and liabilities transferred by this Bill to the Institute as if:

(a) the Institute had been a party to the agreement;

(b) for any reference (however worded and whether expressed or implied) to the corporate Institute, there were substitutions as regards anything failing to be done on or after the appointed day.

(ii) Other documents which refer, whether specifically or generally, to the Incorporated Institute shall be construed in accordance with subparagraph (1) of this paragraph so far as applicable.

(iii) Without prejudice to the generality of the foregoing provisions of this Schedule, whereby, by the operation of any of the provision of section 5 of this bill, any right, liability or obligation vests in the Institute, the Institute and all other persons shall, as from the appointed day, have the same rights, powers and remedies (and in particular, the same rights as to the taking or resisting of legal proceedings or the making or resisting of applications to any authority) for ascertaining, perfecting or enforcing that right, liability or obligation as they would have had at all times been a right, liability or obligation of the Institute.

(iv) Any legal proceedings or application to any authority pending on the appointed day by or against the Incorporated Institute and relating to assets or liabilities transferred by this Bill to the Institute, may be continued on or after that day by or against the institute.

(v) If the law in force at the place where any property transferred by this Act is situate, provides for the registration or transfer of property of the kind in question (whether by reference as to an instrument of transfer or otherwise), the law shall so far as it provides for alterations of a register (but not for avoidance of transfer, the payment of fees or any other matter) apply with the necessary modifications to the transfer of the property aforesaid; and it shall be the duty of the Council to furnish the necessary

particulars of the transfer to the proper office of the registration authority, and for that officer to register the transfer accordingly.

(vi) At its first meeting, the Council of the Institute shall fix a date (not later than seven days after the appointed day) for the annual meeting of the institute.

(vii) The members of the Council of the Incorporated Institute shall be deemed to be the members of the Council of the Institute until the date determined in pursuance of the foregoing sub-paragraph when the Institute shall have its first annual meeting and they shall cease to hold office at the conclusion of such meeting.

(viii) Any person who, immediately before the appointed day, held office as the President or Vice President of the Council of the Incorporated Institute by virtue of the articles of the Incorporated Institute shall on that day become the President or, as the case may be, the Vice President of the Institute and shall be deemed to have been so appointed:

(a) To that office in pursuance of the provision of this Bill corresponding to the relevant provision in the said articles of the Incorporated Institute; and

(b) On the date on which he took office or last took office, in pursuance of the relevant provision of those articles.

(ix) The members of the Incorporated Institute shall, as from the appointed day be registered as members of the Institute; and without prejudice to the generality of the provisions of the Schedule relating to the transfer of property, any person who, immediately before the appointed day was a member or staff of the Incorporated Institute, shall on that day become the holder of an appointment with the Institute with the status, designation and function which correspond as nearly as to those which appertained to him in his capacity as a member or that staff.

(x) Any person being an office holder or member of the Council of the Incorporated Institute immediately before the appointed day and deemed under this paragraph to have been appointed to like position in the Institute or of the Council of the Institute who ceased to hold office otherwise than by reason of his misconduct shall be eligible for the appointment to an office in the Institute or to the membership of the Council as the case may be.

(xi) All regulations rules and similar instrument made for the purpose of the Incorporated Institute immediately before the appointed day shall, except in so far as they are subsequently revoked or amended by any authority having power in that behalf, have effect, with any necessary modifications, as duly made for the corresponding purposes of the Institute.

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SCHEDULE III

SUPPLEMENTARY PROVISIONS RELATING TO THE DISCIPLINARY TRIBUNAL  
AND INVESTIGATING PANEL OF THE TRIBUNAL.

(i) The quorum of the Tribunal shall be four out of which at least two shall be chartered communicators and diplomats.

(ii) The Attorney-General of the Federation may make rules as to the selection of members of the Tribunal for the purposes of any proceedings and as to the procedure to be followed and the rules of evidence to be observed in proceedings before the Tribunal.

The rules in particular provide:

(a) For securing that notice of the proceedings shall be given at such time and in such manner as may be specified by the rules, to the person who is the subject of the proceedings;

(b) For determining who in addition to the person aforesaid, shall be party to the proceedings;

(c) For securing that any party to the proceedings shall, if he so requires, be entitled to be heard by the Tribunal;

(d) For enabling any party to the proceedings to be represented by a legal practitioner;

(e) Subject to the provisions of this Act, as to the costs of proceedings before the Tribunal;

(f) For requiring in a case where it is alleged that the person who is in any professional respect, that where the Tribunal adjudge that the allegation has not been proven, it shall record a finding that the person is not guilty of such conduct in respect of the matter to which the allegation relates;

(g) For publication in the Gazette notice of any direction of the tribunal which has taken effect providing that a person's name shall be struck off a register.

(iii) For the purposes of any proceedings before the Tribunal, any member of the Tribunal may administer oaths and any party to the proceedings may issue out of the registry of the Court of Appeal writs of subpoena as testificandum and ducestecum; but no person appearing before the Tribunal shall be compelled:

(a) to make any statement before the Tribunal tending to incriminate himself; or

(b) To produce any document under such a writ which he could not be compelled to produce at the trial of an action.

(iv) For the purpose of advising the Tribunal on questions of law arising in proceedings there shall be an assessor to the Tribunal who shall be appointed by the Council on the nomination of the Attorney-General of the Federation and shall be a legal practitioner of not less than ten years standing.

(a) The Attorney-General of the Federation shall make rules as to the functions of assessors, appointed under this paragraph, and in particular such rules shall contain provisions for securing that:

(b) where an assessor advises the Tribunal on any question of law as to evidence, procedure or any other matters specified by the rules, he shall do so in the presence of every party or persons representing a party to the proceedings who appears thereat or, if the advise is tendered while the Tribunal is deliberating in private, that every such party or person as aforesaid shall be informed what advise the assessor has tendered;

(c) every such party or person as aforesaid shall be informed if in any case the Tribunal does not accept the advise of the assessor on such a question as aforesaid.

(d) An assessor may be appointed under this paragraph either generally or for any particular proceedings or class of proceedings and shall hold and vacate office in accordance with the terms of the instrument by which he is appointed.

#### *The quorum Panel*

(v) The quorum of the Panel shall be three.

(vi) The panel may at any meeting of the Panel attended by all the Members of the Panel, make standing orders with respect to the Panel.

(a) Subject to the provisions of any such standing orders, the Panel may regulate its own procedure.

#### *Miscellaneous*

(vii) A person ceasing to be a member of the Tribunal or the Panel shall be eligible for reappointment as a member of that body and be a member of both the Tribunal and

the Panel but no person who acted as a member of the Panel with respect to any case shall act as a member of the Tribunal with respect to that case.

(viii) The Tribunal or the Panel may act notwithstanding any vacancy in its membership; and the proceedings of either body shall not be invalidated by any irregularity in its composition if not challenged by a party who has the right to do so.

(ix) Any expenses of the Tribunal or the Panel shall be defrayed by the Institute.

EXPLANATORY MEMORANDUM  
*(This note does not form part of the above Act  
but is intended to explain its purport).*

This Bill basically seeks to establish the Chartered Institute of Global Communication and Diplomacy of Nigeria charged with the responsibility of advancing the study, training and practice of business communication and diplomacy in Nigeria.