

CONSTITUTION

OF



THE SCOUT ASSOCIATION

OF

TRINIDAD AND TOBAGO

1st JULY, 2013

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THE SCOUT ASSOCIATION
OF
TRINIDAD AND TOBAGO**



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**CONSTITUTION
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OF
TRINIDAD AND TOBAGO**

ARTICLE 1

TITLE, HEADQUARTERS AND JURISDICTION:

1. The name of the Association is “The Scout Association of Trinidad and Tobago” (hereinafter called “The Association”).
2. The Association comprises The National Scout Council (hereinafter called the Council), the Executive Committee of the Council (hereinafter called the Executive Committee), the Tobago Scout and such District Councils as may be provided for in the bye-laws of the Association.
3. The management of The Association is vested in the Council or, as is hereinafter provided, in the Executive Committee.
4. The Headquarters of the Association is at Scout Headquarters, St. Ann’s, Port-of-Spain, Republic of Trinidad and Tobago, West Indies, or at any place determined by the Council.

5. The jurisdiction of the Association and of the Council is over the territory of Trinidad and Tobago which shall be divided into administrative areas known as Zones. The zones shall be as follows:-

Zone 1 The Districts of Diego Martin,
Port of Spain, Morvant/Laventille
(North/West)

Zone 2 The Districts of Chaguanas, San Juan
St. Joseph/Tunapuna. **(North/Central)**

Zone 3 The Districts of Arima/Arouca, Mayaro,
Sangre Grande, Toco. **(North/East)**

Zone 4 The Districts of Couva, Princes Town,
Pointe-a-Pierre, San Fernando
(South/Central)

Zone 5 The Districts of Cedros, La Brea,
Naparima, Point Fortin, Siparia/Erin
(South/West)

Zone 6 The Districts of Tobago (Leeward
and Windward).
(Tobago)

6. Each zone shall be headed by a Zonal Commissioner who shall be responsible to the National Scout Commissioner or to such other persons as may be designated for the administration of the zone.

7. The Association is a charitable body or institution, approved by Government for the purpose of the laws relating to taxation including Income Tax, Value Added Tax, Corporation Tax and Customs Duties.

ARTICLE II

AIMS AND BASIS

1. The aim of the Association is to develop good Citizenship among the youth of Trinidad and Tobago by:

- (a) Forming their character in an out-of-school education;
- (b) Training them in habits of observation, obedience, self-reliance, loyalty, patriotism, courage and thoughtfulness for others;
- (c) Teaching them in skills useful to themselves and service useful to the public;
- (d) Promoting their physical, intellectual, spiritual and moral development.

2. The method of achieving the aims of the Association is by providing the youths with an enjoyable and attractive educational programme of progressive training, based on the Scout Law and Promise and guided by adult leadership as provided in the Policy Organisation and Rules of the Association (Short name: POR).

3. (a) The Scout Promise is:

**“I promise that I will do my best,
To do my duty to God
And to my country,
To help other people,
And to keep the Scout Law”.**

- (b) The Cub Scout Promise:

**“I promise that I will do my best,
To do my duty to God
And to my country,
To help other people,
And to keep the Cub Scout Law”.**

- (c) The Scout Law is:

- (i) A Scout is to be trusted;**
- (ii) A Scout is loyal;**
- (iii) A Scout is friendly and considerate;**
- (iv) A Scout is a brother to all Scouts;**
- (v) A Scout has courage in all difficulties;**
- (vi) A Scout makes good use of his time
and is careful of possessions and property;**
- (vii) A Scout has respect for himself and others.**

- (d) The Cub Scout Law is:

**“A Cub Scout always does his best,
Thinks of others before himself,
And does a good turn every day”.**

4. (a) The principles and practices of the Association are based on the Promise and Law, voluntarily subscribed to by each individual desiring membership as provided for in this Article.
- (b) The Scout Promise shall be made on investiture by a Scout and a Venture Scout, and on appointment by a Venture Scout Leader, Scout Leader, Cub Scout Leader, Scout Commissioner, Chief Scout and any of their deputies.
- (c) The Cub Scout Promise shall be made on investiture by a Cub Scout.
- (d) The Promise to be taken by a Commonwealth citizen, other than a citizen of Trinidad and Tobago, or by an alien may be in such form, other than is set out in this Article, as shall be prescribed by the Council.

5. **The Motto of the Association is:
“Be Prepared”.**
6. **The Mission of Scouting is to contribute to the education of young people through a value system based on the Scout Promise and Law, to help build a better world where people are self-fulfilled as individuals and play a constructive role in Society.**

ARTICLE III

GENERAL PRINCIPLES

1. MEMBERSHIP

- (a) Membership of the Association is voluntary.
- (b) Membership is open to citizens of Trinidad and Tobago and to nationals of other countries.
- (c) All members shall contribute such dues as are determined by the Executive Committee.

2. DUTY TO GOD

- (a) The Association expects adherence to spiritual principles, recognizes all religions, and expects every Scout to be loyal to their religion that expresses them and acceptance of the duties resulting therefore.
- (b) Every Scout shows tolerance and respect for the spiritual convictions of others.

3. **POLITICAL**

- (a) The Association shall not be connected with any political body.
- (b) Every member has individual freedom of thought and action in political matters, provided that the aims and policy of any political party to which the member may give allegiance does not conflict with those expressed in this Constitution.
- (c) No member of the Association shall seek to influence or involve the Association in any question of a political nature, nor shall the member take part as a Scout or in Scout uniform in any meeting, gathering, or other occasion associated with any particular political party.

4. **MILITARY**

The Association is not a military body and shall not give technical military training to any of its members.

5. **FINANCIAL**

- (a) The Financial Policy of the Association is set out in Article VII.
- (b) The spirit of the Association is that Scouts earn, and do not solicit money.
- (c) The Association depends financially on the contributions of its members and on public support.
- (d) No appeals to the Government, or to the public, may be made without the sanction of the Executive Committee and this sanction will not be given where illegal or undesirable methods of raising funds are proposed.

6. **EXTERNAL RELATIONS**

- a) The Association and all its members endorse and adhere to the principles and policies of the World Organisation of the Scout Movement (WOSM).
- b) The Association is a National Organisation, and shall be registered with the World Scout Bureau, having equal standing in the Worldwide Movement of Scouting with all other recognized National Scout Associations.
- c) The Association shall carry out its obligations to the World Scout Bureau and its affiliated bodies and promote friendship and co-operation with other recognized organisations of the worldwide movement of scouting.

7. **NATIONAL RELATIONS**

- (a) The Association is not subject to control by any Department of Government, but shall not promote or pursue a policy which is inconsistent with the policy or general aims of the Government of the country.
- (b) The Association promotes friendly relations with other National Organisations of a non-political character having similar aims.

ARTICLE IV

THE NATIONAL SCOUT COUNCIL

1. MEMBERS

The Council shall consist of the following:

(a) Ex-officio:

- (i) The Chief Scout
- (ii) The Deputy Chief Scout
- (iii) The President
- (iv) Any Executive of the World Scout Bureau, on invitation from the National Council (without vote)
- (v) The First and Second Vice-Presidents
- (vi) The Honorary Vice-Presidents
- (vii) The Honorary Treasurer
- (viii) The National Scout Commissioner
- (ix) Four Deputy National Scout Commissioners
- (x) International Commissioner
- (xi) Headquarters Commissioners
- (xii) Six Zonal Commissioners
- (xiii) The Honorary Commissioners
- (xiv) The District Commissioners
- (xv) The Executive Commissioners, Field Commissioners, Administrative Secretary and Assistant Field Commissioners (all without vote).
- (xvi) The Chairman and Secretary of each District Council in Trinidad and Tobago and the Chairman and Secretary of the Tobago Scout Council.

(b) Nominated:

- (i) A nominee of the Ministry to whom is assigned the responsibility for Scouting (without vote);
- (ii) The Minister of Education (or a nominee) of the Ministry of Education (without vote);

- (iii) The Chief Commissioner of the Girl Guides Association (or her nominee) (without vote);
- (iv) One (1) nominee of each religious council recognized by the Scout association of Trinidad and Tobago, (eg I.R.O., Christian Council,) (without vote) ;
- (v) One (1) nominee of any non-political National Association that promotes similar aims through youth or social welfare work:-Lions, Rotary, Kiwanis, Y.M.C.A., Y.W.C.A., N.P.T.A., (without vote);
- (vi) Warranted Leaders below the rank of Commissioner, nominated, one each by the District Councils and by the Tobago Scout Council;
- (vii) The President of the Friends of Scouting or a member of a similar body(without vote)

(c) Elected:

Persons elected annually to the Association from Industry, Commerce, Banking, Law, the University, transport, Publications and Medicine, Social Work, etc., whose professional or technical assistance would be of value to the Scout Movement.

2. THE HONORARY TREASURER

- (a) The Honorary Treasurer is elected by the Council at the Annual General Meeting for a term of one (1) year and is eligible for re-election.
- (b) The Honorary Treasurer is responsible for the financial operations of the Association.

(c) With the assistance of the Finance Committee and with the approval of the Executive Committee, the Honorary Treasurer ensures the setting up of financial controls and procedures within the Association in keeping with good business practices.

(d) The Honorary Treasurer shall submit:

- (i) reports at each quarterly meeting of Executive Committee;
- (ii) half-yearly Statements of Accounts as at June 30 and December 31 at the meeting of the Executive Committee next following those dates;

(e) The Honorary Treasurer shall keep separate accounts of Trust Funds and Special Funds and include reports on these funds in the half-yearly Statement of Accounts.

(f) The Honorary Treasurer shall prepare and submit to the Finance Committee, not later than May 31 each year, his Budget proposals for the next financial year and by July 31 the preliminary report on the finances of the Association, including the draft Balance Sheet and Income and Expenditure Accounts.

(g) Subject to paragraph 4 of Article VI the Honorary Treasurer shall on the instruction of the Finance Committee open such Banking Accounts as may from time to time be deemed necessary.

(h) Special Groups within the Scout Movement may operate accounts with the approval of the Finance Committee. Those accounts shall be operated in a manner approved by the Honorary Treasurer and a full statement and report shall be submitted to the Honorary Treasurer on request or in any event by June 30 of each year.

- (i) Where the post of Honorary Treasurer becomes vacant, the Executive Committee shall, at its next meeting, and upon the recommendation of the Finance Committee, appoint an Honorary Treasurer who shall hold office for the unfinished term of the incumbent.
- (j) Where the Honorary Treasurer is unable to function by reason of absence, illness or any other cause, the Executive Committee may appoint an acting Honorary Treasurer.

3. AUDITORS

- (a) The Auditor appointed at the Annual General meeting shall be a recognized auditor or audit firm with membership in the Institute of Chartered Accountants of Trinidad and Tobago.
- (b) The Auditor shall conduct an annual audit of the Association's books and accounts and shall be paid such fees as may be approved by the Executive Committee.
- (c) The Council may appoint an internal auditor for the purpose of conducting internal checks.

4. TRUSTEES

- (a) There shall be no fewer than three (3) Trustees of the Association (hereinafter called "The Trustees" to be elected at each Annual General Meeting.
- (b) An ex-officio member of the Council, other than an Honorary Vice-President or an Honorary Commissioner, is not eligible to be a Trustee.
- (c) All property of the Association shall be vested in the Trustees.

5. MEETINGS

- (a) There shall be an Annual General Meeting of the Council.
- (b) An Extraordinary Meeting may be called by the Chief Scout, the President of the Association or the National Scout Commissioner, following a request in writing by twelve (12) members of the Council.
- (c) In the absence of the Chief Scout, the meeting of the Council shall be chaired in the following order by:-
 - (i) The Deputy Chief Scout;
 - (ii) The President;
 - (iii) The First Vice-President;
 - (iv) The Second Vice-President;
 - (v) A person elected by the meeting;
- (d) At the Annual General Meeting which shall be held between September 1 and October 15 of each year, the Council shall:
 - (i) adopt the Annual Report of the National Scout Commissioner, the Financial Accounts submitted by the Honorary Treasurer, together with the Report of the Auditor;
 - (ii) elect office holders and Trustees;
 - (iii) appoint an Executive Committee;
 - (iv) appoint an Auditor;
 - (v) an extraordinary meeting shall be held before the 30th June of each year to adopt the Annual Budget;
 - (vi) approve the Annual Work Plan for the forthcoming year, as well as long-range or other plans for the Association;

- (vii) transact any other business permitted by the Chairman or as requested by two-thirds of the members present at the meeting.
- (e) Twenty five (25) members form a quorum at a meeting of the Council and, in the event of equal voting, the Chairman shall have a second or casting vote.
- (f) A request for business to be placed on the agenda of the Annual General Meeting shall be sent to the Association's Secretariat not later than one (1) month before the date fixed for the meeting.
- (g) Not less than fifteen (15) days notice shall be given of the Annual General Meeting, or of an Extraordinary Meeting.
- (h) The accidental omission to give notice of a meeting to any member of the Council entitled to receive the notice shall not invalidate anything done at such a meeting.

FUNCTIONS

The functions of the Council are:

- (a) to promote the growth and welfare of the Scout Movement;
- (b) to advise the National Scout Commissioner on the administration of the Association;
- (c) to raise and administer the funds for the administration and development of Scouting in Trinidad and Tobago in accordance with Articles II and III;
- (d) in collaboration with the Trustees, to purchase, take on lease or hire, or otherwise acquire and hold any lands, buildings,

easements or hereditaments, or any tenure, patents, patent rights, trademarks, and any other real or personal property;

- (e) to construct, provide, maintain, repair or alter any buildings, works, stores, plants and things, which may from time to time be deemed requisite, whether within Trinidad and Tobago or elsewhere, for any of the purposes of the Association;
- (f) to establish and maintain a National Headquarters Secretariat, to act as a channel of communication with the Tobago Scout Council, and District Councils and to maintain friendly relations with the World Scout Bureau and other National Associations of the World Organisation of the Scout Movement.
- (g) to promote the organisation and effective operation of District Councils and of the Tobago Scout Council, on such terms and under such bye-laws as the Executive Committee may from time to time require;
- (h) to carry on publicity, to produce publications, to organize meetings, demonstrations, rallies, conferences and other joint undertakings, where the interests of the Association are concerned;
- (i) on the recommendation of the National Scout Commissioner to register District Councils or to remove them from the register (Article XI, 3 (c) and (h));
- (j) to receive reports from the National Scout Commissioner on the registration or dis-qualification of groups (Article XI, 3 (d) and (h));
- (k) to receive reports on the issue of warrants, signed by the Chief Scout or National Scout Commissioner and the withdrawal of any such warrants.

THE SCOUT YEAR

The Scout Year commences on July 1st and ends on June 30th of the following year.

ARTICLE V

THE EXECUTIVE COMMITTEE OF THE COUNCIL

1. MEMBERS

The Executive Committee shall consist of the following:-

(a) Ex-officio:

- (i) The President
- (ii) The First and Second Vice-Presidents
- (iii) The Honorary Treasurer
- (iv) The National Scout Commissioner
- (v) Four Deputy National Scout Commissioners
- (vi) International Commissioner
- (vii) The Headquarters Commissioners
- (viii) Six Zonal Commissioners
- (ix) The Honorary Commissioners
- (x) The Executive Commissioners, Field Commissioners, Assistant Field Commissioners, Administrative Secretary (all without vote)
- (xi) Executives of the World Scout Bureau (without vote) on invitation from the Executive Committee

Elected:

- (i) One chairperson elected by the Chairpersons of the District Councils in each of the six zones.
- (ii) Six Lay members of the Council, including a member elected by the Tobago Scout Council, not exceeding the number of

Commissioners serving on the Executive Committee and including a member of the Legal Profession, elected at the Annual General Meeting.

3. **FUNCTIONS**

- (a) The Executive Committee shall exercise all the functions of the Council, except those reserved to the Annual General Meeting under Article IV, 5 (d) and it shall report to each General Meeting of the Council.
- (b) The Executive Committee shall consider all Annual Reports and Plans prior to their submission to the Annual General Meeting of the Council.
- (c) The Executive Committee may appoint Sub-Committees for special purposes, provided that at least one (1) of the members of each Sub-Committee is a member of the Executive Committee.
- (d) The Executive Committee shall appoint a Sub-Committees to review the Constitution and Policy, Organisation and Rules.
- (e) Members of a Sub-Committee shall hold office until the first meeting of the Executive Committee after the Annual General Meeting, or until such time as the Executive Committee may direct.
- (f) Persons who are not members of the Council may be invited by the President or the National Scout Commissioner to attend meetings of the Executive Committee and are entitled to participate but may not vote.

- (g) The Executive Committee may call for reports from the National Scout Commissioner or any Commissioner on any matter when such reports are deemed necessary.
- (h) All elected officers of the Association and all District Commissioners have access to the Executive Committee to advise or report on matters within their particular responsibilities.
- (i) Executive Commissioners and the Administrative Secretary are ex-officio members of all committees and sub-committees appointed by the Executive Committee but are not entitled to vote.

3. **MEETINGS**

- (a) Meetings of the Executive Committee shall be chaired by the President or, in his absence, by the senior Vice-President present in the first instance.
- (b) When the President and Vice-Presidents are absent, a chairman shall be elected by the meeting from among the members present.
- (c) The Executive Committee shall meet as often as the Committee shall decide, but not less than once a quarter.
- (d) The quorum of all meetings is ten (10) members.
- (e) In the case of an equality of votes on any matter, the Chairman has an additional or casting vote.

ARTICLE VI

ACCOUNTS

1. The Fiscal Year of the Association is from July 1 to June 30 of the following year.
2. The Council shall cause proper books of Accounts to be kept of all monies received and expended, and of all assets and liabilities of the Association.
3. The books of Accounts shall be kept at the National Headquarters Office, or such other place as the Council may direct, and shall be open to the inspection of any member of the Council on application to the Council provided that a notice of seven (7) days be given.

ARTICLE VII

FINANCE

1. A Finance Committee shall be appointed by the President, after consultation with the National Scout Commissioner, and approved at the first Executive Meeting following the Annual General Meeting. The Honorary Treasurer is a member of the Finance Committee.
2. The Finance Committee is responsible for raising and administering the funds of the Association.
3. The Committee shall meet not less than six (6) times in each financial year.
4. A quorum shall consist of a majority of the members of the Committee.
5. The Committee is empowered:-
 - (a) to introduce and to organize fund-raising projects;

- (b) to call upon Headquarters Commissioners and other officers responsible for incurring expenditure on behalf of the Association to submit to it by March 31, an estimate of their annual monetary requirements so that the Association's Annual Budget for the forthcoming financial year may be prepared;
- (c) to approve the Annual Budget proposals, Balance Sheet and Income and Expenditure Accounts, prior to their presentation to the Executive Committee;
- (d) to require assurances that advances requested or expenditure approved will be or have been prudently spent, and that such advances or expenditure are duly supported by authorized vouchers and invoices;
- (e) to call in representatives of the Tobago Scout Council and of District Councils for consultation on finance generally, and particularly in connection with efforts and projects to raise funds;
- (f) to investigate any losses or damages to the Association and to report its findings with recommendations to the Executive Committee.

ARTICLE VIII

AWARDS COMMITTEE

1. There shall be an Awards Committee to advise the Chief Scout on National Awards and Decorations as prescribed in POR. It shall be appointed annually at the first Executive Meeting following the Annual General Meeting.

2. The members of the Committee are:
 - (a) The President, the National Scout Commissioner, the Deputy National Scout Commissioners.
 - (b) Four (4) other members of the Council selected by the members listed in (a), which may include the immediate past National Scout Commissioner.
3. All awards and decorations as advised by the Committee shall be conferred in the sole discretion of the Chief Scout.

ARTICLE IX

CHIEF SCOUT AND DEPUTY CHIEF SCOUT

1.
 - (a) There shall be a Chief Scout of the Association.
 - (b) The President of the Republic of Trinidad and Tobago may, on the nomination of the Executive Committee, be invited by the President to accept the appointment of Chief Scout.
 - (c) Should circumstances preclude the appointment as set forth in paragraph (b), the panel referred to in Clause 3 of this Article shall make the appointment.
2. The functions of the Chief Scout are:
 - (i) to foster and encourage the Scout Movement in Trinidad and Tobago;
 - (ii) to seek to gain and to maintain the highest standards of effective Scouting.
 - (iii) to sign Warrants of Appointment of all Commissioners;

- (iv) to confer National Scout Awards and Decorations as per the Policy, Organisation and Rules.
 - (v) to be the Chairman of the Council.
- 3. A Deputy Chief Scout may be appointed or removed from office by the Chief Scout on the recommendation of a panel comprising:
 - (i) The President;
 - (ii) The National Scout Commissioner;
 - (iii) The Deputy National Scout Commissioners
 - (iv) Two (2) other members of the Executive Committee nominated by the Executive Committee.
- 4. The functions of the Deputy Chief Scout are to perform the functions of the Chief Scout where his office is vacant or the Chief Scout is, by reason of his absence, illness or any other cause, unable to perform the same.

ARTICLE X

PRESIDENT, VICE-PRESIDENT AND HONORARY VICE-PRESIDENTS

- 1. The Council shall elect a President and a First and second Vice-President of the Association, and may on the recommendation of the Executive Committee appoint one (1) or more Honorary Vice-Presidents.
- 2. The President and Vice-Presidents shall hold office for a term of three (3) years and shall be eligible for re-election at the expiry of each term.
- 3. The President:
 - (a) chairs all meetings of the Executive Committee;

- (b) is an ex-officio member of all advisory committees and sub-committees appointed by the Executive Committee;
 - (c) together with the National Scout Commissioner is responsible for the execution of directives and decisions of the Council and of the Executive Committee;
- 4. The President may delegate such of his functions and responsibilities as he sees fit to one (1) or both of the Vice-Presidents.
- 5. When the office of the President is vacant or the President is unable to function by reason of absence, illness or any other cause, the Vice-Presidents in order of seniority shall be entrusted with the functions of the office.
- 6. A Vice-President may perform a function of the President at the request of the President, or in his/her absence, of the National Scout Commissioner.

ARTICLE XI

NATIONAL SCOUT COMMISSIONER, DEPUTY NATIONAL SCOUT COMMISSIONERS, ZONAL COMMISSIONERS AND OTHER COMMISSIONERS

- 1.
 - (a) There shall be a National Scout Commissioner (shortname:N.S.C.) who shall be appointed, or removed from office, by the Chief Scout on the recommendation of the Executive Committee.
 - (b) There shall be no more than four Deputy National Scout Commissioners (short name: D.N.S.C.) who shall be appointed by the Chief Scout on the recommendation of the N.S.C. with the approval of the Executive Committee.

- (c) The N.S.C. shall be appointed for a term of three years and shall be eligible for re-appointment subject to a maximum of two consecutive terms.
 - (d) The D.N.S.C.'s shall serve at the discretion Of the National Scout Commissioner.
 - (e) The recommendation for the removal from office of the N.S.C. shall be supported by a majority of two-thirds of the number of members present at a meeting of the Executive Committee at which not less than two-thirds of the total membership are present.
 - (f) The N.S.C. shall be responsible to the Council and the Executive Committee in the exercise of his responsibilities.
 - (g) D.N.S.C's shall be responsible to the N.S.C. in the exercise of their functions.
2. (a) The Chief Scout may, on the recommendation of the N.S.C.
- (i) appoint or remove from office Zonal Commissioners, Headquarters Commissioners, District Commissioners and Honorary Commissioners;
 - (ii) appoint a person to act for a Commissioner mentioned in (i) where the holder of that office by reason of absence, illness or any other cause is unable to perform his functions;
- (b) The N.S.C. shall assign to the Commissioners mentioned in Article V 1 (v) responsibilities for:
- (i) operations
 - (ii) training
 - (iii) programme
 - (iv) planning
 - (v) Adult Resources
 - (vi) any other major activity provided for in projection of the Association.

Their functions and responsibilities shall be reviewed from time to time by the N.S.C.

- (c) Where the appointees are warranted, such warrants shall be reviewed by the N.S.C. at least once in every three (3) year period.

3. The functions of the N.S.C. are:

- (a) to supervise generally the execution of directives and decisions of the Council and the Executive Committee;
- (b) to supervise and co-ordinate the work of all Commissioners;
- (c) to register the Tobago Scout Council and District Councils and to supervise their operation;
- (d) to approve and supervise the registration of Groups, and to report thereon to the Executive Committee;
- (e) to approve and supervise the registration of Leaders, Venture Scouts, Scouts and Cub Scouts as members of the Association in accordance with the policies of the Association;
- (f) to provide for the issue of instructions to all paid staff and Warranted Leaders of the Association and to ensure the performance of their duties in accordance with the policy and decisions of the Council and the Executive Committee;
- (g) to define, after consultation with the District Councils concerned, the geographical areas of such Councils, and to decide on any differences of opinion between two (2) or more District Councils;

- (h) to withdraw or suspend the registration of District Councils and Scout Groups, provided that he shall report such action to the Executive Committee at its meeting for its ratification or otherwise;
- (i) to conduct an annual census of members of the Association.
- (j) to sign Warrants of Appointment of Adult Leaders below the rank of Commissioner, with the concurrence of the Council and on its behalf;
- (k) to issue, withdraw or suspend the Warrant of any Headquarters Commissioner, Zonal Commissioner, District Commissioner, Assistant District Commissioner or Adult Leader, provided that he shall report such action to the Executive Committee at its next meeting ;
- (l) to review the warrants of Headquarters Commissioners, Zonal Commissioners, District Commissioners and Adult Leaders at least once in every three (3) year period and to present reports of such review to the Executive Committee as the occasions arise;
- (m) to appoint, with the approval of the Executive Committee, Field Commissioners, Assistant Field Commissioners and an Administrative Secretary who shall assist the National Scout Commissioner in the performance of his duties and perform such other duties as may be directed by the N.S.C.
- (n) to appoint operational committees as the N.S.C. may deem necessary to assist with the effective working of the Association, provided that the Chairman of all such committees shall be appointed after consultation with the D.N.S.C's under whose portfolio the committee functions and with the agreement of the Executive Committee;

- (o) to supervise the implementation of the Annual Work Plan as approved by the Association.
- 4.
 - (a) Where the office of the N.S.C. is vacant by reason of death or resignation of the holder thereof, or otherwise, or where the holder is by reason of absence, illness or any other cause unable to perform his functions, the Chief Scout may on the recommendation of the Executive Committee appoint a D.N.S.C. to act as N.S.C.
 - (b) A D.N.S.C. shall exercise such functions as the N.S.C. may delegate in harmony with his portfolio.
 - (c) Where the offices of the N.S.C. and all D.N.S.C's are vacant, or where the holders thereof are by reason of absence, illness or any other cause unable to perform their functions the Chief Scout may, on the recommendation of the Executive Committee, appoint one of the Commissioners mentioned in Article V 1 (a) vi and vii, to act as the N.S.C.
 - (d) Where a D.N.S.C. is for any reason stated in paragraph (c) unable to perform the functions of his office, the N.S.C. may in the manner prescribed in paragraph (c) appoint a person to act as D.N.S.C.

VACANCIES

- (iii) Any vacancy of the Executive Committee of the Council may be filled by the Executive Committee, until the next Annual General Meeting.

ARTICLE XII

INTERPRETATION, BYE-LAWS AND AMENDMENTS

1. The interpretation of the provisions of this Constitution by the Executive Committee shall be final.