

CONSTITUTION

of the



**NIGERIA PRIVATE UNIVERSITY
GAMES ASSOCIATION
(NPUGA)**

(2013 AMENDED)

PREAMBLE

As set up by the Committee of Vice Chancellors and Registrars (CVCR) of the Nigeria Private Universities in January, 2003, the establishment of the Nigeria Private Universities Games Association (NPUGA) has come as a fulfillment of having all stakeholders coming together under the banner of Sports.

This document thus serves as the statutory constitution to guide and direct all its (NPUGA) operations and which are also expected to be guided by the fear of God.

NAME OF THE ASSOCIATION

The name of the association shall be “Nigeria Private University Games Association (NPUGA)” herein after called “The Association”

FLAG, LOGO AND ANTHEM

The association shall have a flag, a logo and an anthem as may be approved by the NPUGA Organizing Council through the Central Working Committee.

OBJECTIVES OF THE ASSOCIATION

1. To create a forum for interaction, friendship and relationship among the Private Universities.
2. To present a unique Sports Association with high sense of moral and spiritual values.
3. To encourage the development of Sports and Sporting facilities in all private Universities in Nigeria.
4. To organize Sporting activities among member Universities.
5. To discover talents who could be prepared for National and International Sports events.
6. To liaise and facilitate with sports governing bodies within and outside Nigeria including the Federal Government, the Federal Ministry of Education, National Sports Commission, the National Universities Commission, Committee of Vice Chancellors and Registrars, State and Local Governments, private Organizations and also liaise with renowned sports loving philanthropist and individuals.

7. To promote fairness, honesty, trust-worthiness, integrity and magnanimity among participants in the games.
8. To discourage tribalism, ethnicity and respect religious differences.

MEMBERSHIP

1. Membership of the association shall be open to Private Universities established by law in Nigeria.
2. Applications for membership shall be forwarded to the Organizing Council through the Central Working Committee.
3. On being accepted, the Member University shall pay a membership Registration Fee to be decided by the Organizing Council from time to time.

ORGANS OF THE ASSOCIATION

The Organs of the Association shall be:

1. The Organizing Council.
2. The Central Working Committee.

THE ORGANIZING COUNCIL

1. There shall be Organizing Council of the Association.
2. The Organizing Council shall be the supreme policy making body of the Association.
3. Membership shall consist of:
 - a. Two representatives of each Member University i.e. Director of Sports and Students Sports Secretary.
 - b. All members of the Central Working Committee shall be member of the Council.
 - c. There shall be one representative each of the:
 - i. National Sports Commission or any other body set up to run Sports at the National level.
 - ii. Federal Ministry of Education
 - iii. National University Commission
 - iv. The committee of Vice Chancellors and Registrars of Private University.

FUNCTIONS OF THE ORGANIZING COUNCIL

1. Approve budget upon the recommendation of the Central Working Committee.
2. The Central Working Committee draws up programme of NPUGA activities and Budgets/Estimates for adoption by the Organizing Council.
3. The Organizing Council takes up any other matter referred to it by the Central Working Committee.

THE CENTRAL WORKING COMMITTEE

The Central Working Committee (CWC) of the association shall consist of the following who shall be elected by the Organizing Council among members:

1. President
2. Vice president
3. Secretary-General
4. Assistant Secretary
5. Treasurer
6. Public Relations Officer
7. Financial Secretary
8. Auditor
9. Legal Adviser

DUTIES OF THE OFFICERS

PRESIDENT

The president of the Association shall preside over all meetings of the Organizing Council and the Central Working Committee.

The President shall present through the Council an annual report, including an audited account of the activities of the Association in the past year and a programme of operation for the ensuing year, including estimates of expenditure for approval of the Organizing Council.

2. **VICE PRESIDENT**

The Vice President shall assist the President generally in the running of the affairs of the Association and shall act for him in his absence.

3. **SECRETARY - GENERAL**

The Secretary General shall be the secretary to the Organizing Council and the Central Working Committee. He shall have custody of all administrative documents and properties of the Association.

4. **ASSISTANT SECRETARY- GENERAL**

The Assistant Secretary- General shall assist the Secretary- General in all his functions in the running of the Secretariat of the Association.

5. **TREASURER**

The Treasurer shall be responsible for the Collection of all dues/monies and shall Deposit such monies in the Bank and keep all Tellers. He is also responsible for the disbursement of monies as approved by Council or CWC.

6. **PUBLIC RELATIONS OFFICER**

The Public Relations Officer shall be the information communication organ of the Association among other things. He is responsible for liaising with the Sponsors, Media and Marketers.

7. **FINANCIAL SECRETARY**

The Financial Secretary shall keep all financial records and shall make the records of all financial transactions readily available at every meeting for the Council's approval. He shall prepare yearly account of income and expenditure and hand over same to the auditor.

8. **AUDITOR**

The Auditor shall audit the Association's Account at least twice in Tenure and not more than three (3) months after a Game's event. He shall present the audited reports to the Council. He shall perform such audit exercises as may be directed by the Council.

9. **LEGAL ADVISER**

The Legal Adviser shall give appropriate professional advice where and when required for better understanding and interpretation of the constitution of the Association. He shall equally make sure that the spirit of the CFRN (1999) as amended is protected.

TENURE

1. The Central Working Committee (CWC) shall hold office for the period of 4 years but not more than 8 years or 2 tenures in a particular position.
2. Any willing member of the CWC can still be elected into any position other than the earlier one held.
3. Any duly elected member of the CWC who ceases to be a member of the Organizing Council shall cease to be a member of the CWC.
4. A member who ceases to be a staff of his University shall automatically lose his seat on both the Council and CWC. Such member should return all Association's properties in his possession to the serving Secretary General and /or president.

ELECTION PROCEDURE

1. Election shall hold in December of the election year by secret ballot.
2. Members shall be eligible for election into offices if the University they are representing is in good financial standing.
3. In the event of vacancy arising in any office before expiration of the tenure of such office, bye-election shall be held in the next Council meeting.
4. Elected officer into such office shall complete the term of the vacant office.
5. As soon as the existing executive is dissolved, an electoral body will be appointed by the Council.

ELECTION

The Association shall in the first instance dissolve the executive house through a Supported motion at the expiration of Tenure and thereafter hold a General Election into all Elective posts. However any or all of the former member of the Executive could be returned un-opposed to run for tenure of another four years.

BYE-ELECTION

The Association shall hold a Bye- Election incase of vacancy in any of the elective posts.

FINANCE

1. Each member of the Association shall pay an Annual Membership Fee (Subscription) as may be approved from time to time by the Organizing Council.
2. The Association shall derive its revenue from subventions, levies, donations and other legitimate sources.
3. All dues are expected to be paid up by Member Universities at least three (3) months to the commencement of the games, or any other period specified by the Organizing Council.
4. The accounts of the Association shall be audited not later than three months after the games.
5. The Signatories to the Association's Account shall be the President and any of the Treasurer or the Secretary.
6. The Organizing Council shall approve the operation of suitable/viable Bank(s) for the association.
7. **Expenditure:** Withdrawal from the Bank must be approved by the Organizing Council, the President, CWC or any other person authorized by them.

THE ASSOCIATION'S GAMES

1. The NPUGA Games shall be held once in every two years (BIENNIAL)
2. Any institution interested in hosting the Association games/championships shall bid for the hosting right at least one year before the commencement of the current game/Championships.
3. All transactions for the Games, including the budget of the host institution through its Local organizing Committee shall be made available to the Organizing Council at least 3 months before the Games.

4. All accounts pertaining to the Games/Championships shall be rendered by the host University to the Organizing Council not later than 3 months after the Games.
5. The host institution shall have the responsibility of providing the participants with suitable accommodation during NPUGA Games/Championships.
6. The host institution shall provide honorarium for designated officials from the various National Sports Associations.
7. No athlete shall participate in more than 3 NPUGA Games during the studentship even if he moves from one private University to another.
8. The comprehensive report of the concluded Games or Championship should be submitted to the Association Secretariat by the host University Director of Sports not later than three (3) months after the Games or Championship.
9. The Association is responsible for the detail records of the participating Student athletes in every available participated Sports or events.
10. Any institution that bided for hosting right and so granted and therein accepted to host but failed to host the games without prior notice of not less than Eighteen Months (18months) to the games shall pay a fine in the sum of Five Million Naira (N5M) to the Organizing Council.

FURTHER TO THE GENERAL RULES

1. Sports participation in NPUGA should be seen to be done in the spirit of cooperation, friendship and recreation, not merely competition.
2. There should be concerted effort and will to depart from the perpetual syndrome of “competitive win-win at all cost” to “cooperation win-lose with integrity”.
3. All participating institutions should consciously see themselves as brothers and sisters.
4. NPUGA is to-establish and restore those morally diminished glories and virtues inherent in Sports as in ‘1’ above.
5. Religious differences of member institutions should be considered and respected.

6. Any act of unruly behaviour, hooliganism or misdemeanor against the spirit of Sports friendship shall call for the review of participation status of the offending University/Student by the Organizing Council. This also includes all traces of cultism and other anti-social behaviour.
7. There shall be periodical seminars and workshops for all officials (technical or otherwise) to intimate and educate on good conduct, fair play and the objectives of the Association at least two months to the Games: same to be organized for the participating students within the institution by the Director of Sports of that institution.
8. Matters not provided for in this Constitution that are deemed important for the organization of the games shall be treated by the CWC in conjunction with the Organizing Council.

MEETINGS OF THE ASSOCIATION

1. The quorum of the Organizing Council at a meeting shall be one third of membership while the quorum for the CWC shall be the President and/or the Vice President, the Secretary and two other members.
2. The meeting of the Organizing Council shall be held at least twice a year, on Non NPUGA year but bi-monthly on NPUGA year. The CWC may hold its ordinary meeting at least four times in Non-NPUGA year while it is monthly (at least a day prior to the Council's meeting) during the NPUGA years.
3. An extra-ordinary meeting of all the organs of the association can be initiated by Member University through the Secretary of the CWC which considers it.
4. Voting at meetings shall normally be by secret ballot by Member University who shall be entitled to one voting right. The President and the secretary shall have no voting right except when to break a tie.

COMMITTEES AND SUB-COMMITTEES

The Organizing Committee shall have the power to constitute Standing Committees and Sub-Committees as it may consider desirable.

Following are the Standing Committees:

a. DISCIPLINARY COMMITTEE

1. The CWC shall constitute Disciplinary Committee.
2. Any misconduct on the part of the officials, competitors and members of the association shall be referred to the Disciplinary Committee, which advises the Organizing Council for appropriate disciplinary action.
3. Any appeal arising from the decision shall first pass through the CWC and subsequently to the Organizing Council whose decisions shall be final.

b. TECHNICAL COMMITTEE

The Chairman of the Technical Committee shall be nominated by the CWC for the Organizing Council's approval having taken into consideration the level of his technical know-how. Membership is all Chairmen of the Technical Sub-Committees for each game.

Job Description of the Technical Committee

1. It serves as advisory body to the CWC on technical matters only.
2. Produces a comprehensive programme of activities for NPUGA through the CWC to the Organizing Council.
3. Monitors all technical aspects of NPUGA activities.
4. It shall be represented in the ad-hoc Committee on the inspection of the Games hosting Institution's facilities and infrastructures.
5. Review periodically all NPUGA Technical rules and regulation for the Organizing Council's approval.

c. TECHNICAL SUB-COMMITTEE

- i. The membership of a Technical Sub Committee shall consist of a chairman and two other members in each area of games as follows:

Athletics

Badminton

Basketball

Chess
Football
Scrabble
Swimming
Table Tennis
Tennis
Volleyball

ii. The Chairman (and indeed each member) shall be a person who is technically sound and knowledgeable in the game he is to be elected.

d. **THE AD-HOC COMMITTEE**

1. For the purpose of the games (NPUGA), the Organizing Council or CWC shall have the power to set up Ad-hoc Committee as necessary.

Examples are:

- i. The Jury of Appeal.
- ii. The Disciplinary Committee.
- iii. The Marketing Committee.
- iv. The Publicity Committee.
- v. The documentation Committee.
- vi. The accreditation Committee.
- vii. Audit and Inspection Committee. (To be headed by the Auditor)
- viii. Any other Committees that may be deemed necessary from time to time.

2. All ad-hoc Committee shall submit written reports to the Organizing Council through the CWC from time to time.

e. **AUDITING AND INSPECTION COMMITTEE**

1. The committee is to investigate and audit the income and expenditure of the association at any games.
2. The committee will be empowered to invite and interrogate any member on the issues that relates to financial commitment of the association.

3. The committee will be empowered to examine and audit the responsibility and roles of any committee setup by the association.

RULES AND REGULATIONS FOR NPUGA GAMES

APPLICATION

1. With respect to all games, the rules and regulations of the appropriate National and International Sports Bodies shall apply.
2. The interpretation of such rules and regulations shall be by mediators appointed by the Association on the recommendation of the appropriate National or International Association. The decision of the Organizing Council based on the written report of the Jury of Appeal shall be final.
3. Any statement in any competition shall be referred to the Jury of Appeal which shall refer the matter to the Technical Committee for appropriate interpretation if need be. However, the Organizing Council shall have the final say on any stale mated matches.

OBSERVER STATUS

Any Member University that decides to participate in the game as an observer shall pay the **Mandatory Games Levy** as specified by the Organizing Council from time to time.

ACCREDITATION OF ATHLETES

The Accreditation Committee, which membership consists of one representative of each participating University with the President or his representative as Chairman, carries this out.

FUNCTIONS OF ACCREDITATION COMMITTEE

1. Its function is mainly to conduct accreditation of all athletes and officials according to NPUGA regulations
2. To maintain data bank on athletes and officials.
3. The Chairman and his men of the Accreditation Committee shall ensure thorough accreditation exercise using the official list of participants presented by each institution, their photographs, corresponding admission

dossier of each athlete and any other means appropriate to determining the bonafide eligibility for participation in the games.

4. If a non-bonafide or non-eligible student is found to compete or participate in a competition organized by the Association; the person shall be suspended immediately by the CWC pending further recommendation by the Organizing Council.

ELIGIBILITY FOR PARTICIPATION

1. Any Private University in Nigeria which applies is eligible to be considered as member of the Association and only members who pay up their NPUGA dues are eligible to participate in NPUGA Games.
2. Only full time degree-pursuing students are eligible to participate in NPUGA games/championship.

DOCUMENTATION FOR ACCREDITATION

1. The Director of Sports of each institution shall present his contingent list duly signed by him and **The Registrar** of his University.
2. For accreditation, a new student shall present his letter of admission, receipt for payment of fees and a faculty clearance duly signed by his Dean/Faculty officer, in addition to his I.D. Card.
3. Other Students shall present their current I.D. cards and evidence of current academic registration duly signed by the Dean of Faculties.
4. A duly completed accreditation form with his passport picture on it gummed and stamped. The form itself shall be signed by the Registrar.
5. A student without the full complement of required documents shall not be accredited.
6. More additional proof may be demanded to enhance the authenticity of eligible Studentship.

PENALTIES FOR CONTRAVENING

1. Any Institution that presents a non-eligible student for accreditation shall be liable to a fine of **Thirty Thousand Naira (₦30, 000.00)** per student or such sum as may be approved by the Organizing Council From time to time.
2. In the case of non-eligible student playing for a team, such a team shall be:
 - i. Disqualified from further participation.
 - ii. Fined **Fifty Thousand Naira (₦50, 000.00)** per team or such sum as may be approved by the Organizing Council from time to time.
 - iii. Suspended for two NPUGA years.
 - iv. The Organizing Council shall suspend the erring official found guilty of fielding non-eligible athlete from NPUGA activities forthwith pending the determination of his case.
3. Any institution that disrupts, for whatever reasons, a match in which it is taking part shall forfeit the match to the opposing side and in addition be fined **Fifty Thousand Naira (₦50,000.00)**. OR any amount to be determined by the Organizing Council from time to time. In addition, the Vice Chancellor of such sanctioned institution, student and/or official, shall be duly informed in writing for imposition of appropriate disciplinary action.
4. Any athlete identified as the author of the disruption of a match or confusion shall be banned from NPUGA organized competitions.
5. Any institution that causes mayhem/misconduct at the beginning, during and after any match/race shall be sanctioned as deemed fit by the officiating official or the disciplinary committee/the Organizing Council as the case may be.
6. Any athlete that causes mayhem/misconduct at the beginning, during and after any match/race shall be sanctioned as deemed fit by the officiating official or the disciplinary committee/ the Organizing Council as the case may be.
7. All sanctioned institution, official and athletes shall be recorded in the Association's **Disciplinary Book**. Others who had been consistent in

upholding the association rules and regulations shall be commended on paper or letters to their respective Vice Chancellors.

THE GAMES

1. Football - Men and Women
2. Basketball - Men and Women
3. Volleyball - “ “ “
4. Tennis - “ “ “
5. Table Tennis - “ “ “
6. Chess - “ “ “
7. Badminton - “ “ “
8. Scrabble - “ “ “
9. Athletics - “ “ “
10. Swimming - “ “ “
11. Other games as may be determined by the Organizing Council from time to time.

LEAGUE COMPETITION

Aside the NPUGA Games activities, members shall participate in sports on League basis to be determined by the Organizing Council.

AMENDMENT – This constitution can only be amended by majority of the Organizing Council who are present.

Signed this 25th Day of January, 2007

Amended in 2013