

LIBERIA SCOUT ASSOCIATION

CHARTERED BY LEGISLATURE JANUARY 26, 1923

BY -LAWS & CONSTITUTION

REVISED MAY, 2025



PREAMBLE

WE, THE MEMBERS OF THE LIBERIA SCOUT ASSOCIATION:

AWARE of the duties and responsibilities towards the growth and development of Scouting;

COMMITTED to build an Association capable of meeting the challenges of scouting in the present and the future;

CONVINCED that the growth and development of scouting entails incorporation into the Association of people of all shades of opinion in order to accomplish the purpose for which the World Organization of the Scout Movement stands;

DETERMINED to promote all the aims and objectives of the association;

HAVING inflamed in us the fire of patriotism to render service to God, our country and humanity especially to conserve the moral, intellectual and physical feature of the coming generations, thereby diminishing juvenile delinquencies in our communities and divert our thoughts to worthy activities through games and outdoor activities;

Do HEREBY, in and through this Annual General Meeting, solemnly adopt, enact and give to our posterity, and us this Constitution of the Liberia Scout Association, on this ____ day of _____ in the year 2024.



1.0 NAME, JURISDICTION, PURPOSE

Article 1.1 Name

The name of the Association is “Liberia Scout Association”

Article 1.2 Jurisdictions

The Association is the sole body controlling the Scout Movement throughout the Republic of Liberia and is the sole National Scout Association recognized as a member of the World Organization of the Scout Movement.

Article 1.3 Official Addresses

The official address of the Association is P.O. Box 1977, 1000 Monrovia, 10 Liberia, and West Africa.

2.0 THE SCOUT MOVEMENT

Article 2.1 definition

The Scout Movement is a voluntary, non-political, education movement for young people open to all without distinction of origin, race, gender or creed, in accordance with the mission statement below.

Article 2.1 Mission Statement

Our Mission & Vision Statement is to become Liberia’s most diversely inclusive youth movement that promote innovative learning programs that encourage personal growth and cultural understanding.

This is achieved by:

- i) Involving them throughout their formative years in a non-formal education process,
- ii) Using a specific method that makes each individual the principal agent in his or her own development as a self-reliant, supportive, responsible and committed person, and
- iii) Assisting them to establish a value system based upon spiritual, social and personal principles as expressed in the Promise and Law.

Article 2.3 Purpose

The purpose of the Association is to foster the Scout Movement throughout the Republic of Liberia by:

- a) Contributing to the development of young people in achieving their full physical, intellectual, social and spiritual potentials as individuals, as responsible citizen and as members of their local, national and international communities.
- b) Maintaining its specific character.

Article 2.4 Principles

The Scout Movement is based on the following principle:

a) Duty to God

Adherence to spiritual principles, loyalty to the religion that expresses them and acceptance of the duties resulting there from.

b) Duty to Country

Loyalty to one's country in harmony with the promotion of local, national and international peace, understand and co-operation.

c) Duty to Self

Responsibility for the development of oneself.

d) Adherence to the promise and Law

All members of the Scout Movement are required to adhere to a Scout Promise and Law appropriate to their section.

Article 2.5 Promise and Law

The Cub Scout Promise

- i. I, _____, promise to do my best, to do my duty to God and my Country, to help other people, and to obey the Law of the pack.

ii. **The Scout Promise (for all other sections and for adults)**

On my honor, I will do my best. to do my duty to God and my country and to obey the Scout Law. To help other people at all times;
To keep myself physically strong, mentally awake, and morally straight.

iii. **The Cub Scout Law**

The Cub Scout follows Akela
The Cub Scout helps the Pack go.
The Pack helps the Cub Scout grow.
The Cub Scout gives good will.

iv. **The Scout Law**

- Trustworthy
- Loyal
- Helpful
- Friendly
- Courteous
- Kind

- Obedient
- Cheerful
- Thrifty
- Brave
- Clean
- Reverent

Article 2.6 The Scout Method

The scout method is the instrument scouting uses to achieve its specific approach to the education of young people through:

- The Scouting promise and law
- Learning by doing
- Membership by small groups
- Life in nature
- Symbolic background relationship between young people and adults
- Personal progression through stimulating relevant program
- Community Service
- Adult Support

Article 2.7 Membership in the World Organization of the Scout Movement

The Association is the National Scout Organization of the Republic of Liberia and a member of the World Organization of Scout Movement (WOSM) and accordingly agrees to adhere to the laws of the Republic of Liberia and the Constitution of the World Organization of the Scout Movement and in accordance with the principle of democracy.

Article 3.0 Emblem and Motto

Article 3.1 Emblem:

The official emblem of the Association has the Liberian seal in the center of the tenderfoot depicting the rise of a new nation and two stars depicting truth and knowledge.

Article 3.2 Uniform of Association

The official Uniform of the Liberia Scout Association shall be determined from time to time in line with current reality at a sitting AGM in reference to the review of the Uniform and Insignia policies.

Article 3.3 Motto:

The motto of the association is “Scouting for Life!”

Article 4.0 Memberships:

Article 4.1 Qualification:

Membership in the LSA is open to all people legally living in Liberia who agree to conform to the purpose, principles and methods of the scout movement and pay a membership fee as determined by the Association at an AGM.

Article 4.2 Categories

There shall be four categories of members:

a) Young people (Cub, Scout, Venture, and Rover) who have been invested Scouts into

Scouting:

Cub Scouts	aged 5 to 11 years
Scouts	aged 12 to 15 years
Venture Scouts	aged 16 to 21 years
Rover Scouts	aged 22 to 25 years

b) Active Adult volunteers or leaders, who actively participate in the education of young people or in the management of the Association of groups, districts, Counties or national level, are registered by the Association through the Adult in Scouting Program of the LSA.

c) Supporters, these may be individuals or groups, who help to further the aims of the Association, but have not made the commitment of the Scout Promise and are not therefore voting members of the Association. These might include:

- 1) Parents (Where they do not fall under 4.2 b), Friends of Scouting
- 2) Supporters who give material, financial and other support
- 3) Bodies which sponsor Scout Groups (i.e. schools, religions institutions and foundation).

d) Honorary Patron: Distinguished citizens whose patronage encouragement and support are specially recognized and registered by the National Executive Committee. They are not voting members of the Association.

Article 4.3 Termination of Membership

Termination of membership may arise from:

- a) Resignation of member
- b) Non-payment of membership subscription
- c) Conduct incompatible with scouting
- d) In the case of criminal offence as expressed in the Discipline, Termination and Membership Policy.

5.0 ORGANS

- a) The Annual General Meeting (AGM.)
- b) The National Scout Council (NSC)
- c) The National Executive Committee (NEC)
- d) The Secretariat/Headquarter (S/H)
- e) All National Commissions (ANC)
- f) The Regional Council (RC)
- g) County Scout Council (CSC)
- h) District Scout Council (DSC)
- i) Group Scout Committees (GSC)
- j) Unit/ Troop Committee (UC/TC)

Article 5.0 The Annual General Meeting (AGM)

Article 5.1.1 Establishment

The AGM is the supreme authority which lays down the policy of the Association, using democratic procedure.

Article 5.1.2 Composition The AGM is composed of:

- a) The Chief Patron
- b) The Chief Scout
- c) The National President
- d) Three Vice Presidents
- e) National Treasurer
- f) Members of the National Scout Council
- g) The Trustees
- h) The Audit Committee (an ad-hoc committee appointed by the AGM)
- i) Six delegates from each county, two of whom shall be youth between 18 and 25-year-old-taking into account gender balance.
- k) The Chief Commissioner
- l) National Executive Commissioner as Ex-officio
- m) Specialized Divisions

In case of election year, Scout counties councils and Specialized Divisions delegates shall have voting right.

5.1.3 Functions of the Annual General Meeting (AGM)

- a) Determining the general direction of the Association in order to achieve its purpose and maintain its principles and method;
- b) Ensuring that the Association fulfills its functions, the requirements of the World Constitution and the democratic decisions of the World Scout Conference;
- c) Interpreting and amending the Constitution, because of the importance of this matter, two thirds of the members must be present or represented to vote;

- d) Electing National Officers including members of the National Scout Council. The AGM must also ensure that there is a balance of men and women leaders in accordance with WOSM standard;
- e) Receiving and approving the Annual Report of the National Executive Committee;
- f) Approving the audited annual account of the Association and its budget for the coming year.
- g) Appoint the Trustees;
- h) To consider reports and recommendations submitted to it,
- i) To interpret and amend the Constitution;
- j) To exercise other function resulting from the By-Laws and Constitution.

Article 5.1.4 Meeting and procedures

5.1.4.1 Annual Meetings:

There shall be annual meetings of the Association at such time and place as the National Scout Council may decide, giving 60 days' notice.

5.1.4.2 Provisional Meetings

Notice of the date of the meeting together with the provisional agenda shall be drawn by the Executive Committee and sent to all Counties and Specialized Divisions at least two (2) months before the meeting. The Counties may propose additions to the agenda. Proposed additions shall be communicated to the Executive Committee at least thirty (30) days before the appointed time of the meeting to be incorporated into the agenda. The final agenda shall be circulated with the notice of the meeting, confirming the date, Time and place.

5.1.4.3 Extraordinary Meeting

An extraordinary meeting may be called by the President of the National Scout Council or at the written and signed request of not less than one third of the voting members of the A.G.M. giving fourteen (14) days' notice and specifying the nature of the business to be transacted.

5.1.4.4 Quorum:

The quorum at an Annual Meeting shall be members representing at least 2/3rd of the member Counties and Specialized Divisions with voting rights. The same shall apply for extraordinary meetings

5.1.4.4 Nominations:

Nominations for all positions will be in writing using the prescribed format and must be proposed and seconded by two members of the Association. Such nomination must be received by the Executive Committee not less than 60 days prior to the AGM.

5.1.4.6 Voting

(a) Method

Voting shall be by secret ballot for election of office bearers, and by show of hands for all other business, unless otherwise requested by one third of the members voting rights present. The Returning Officer, in charge of vote, shall be one of the Trustees or a nominee of the Council.

(b) Rights

Each county and Specialized Divisions delegation shall have six votes. Where a county is represented by six delegates, each one will cast one vote for the election of office bearers. Votes may be cast for competing candidates in accordance with the conscience of the delegates and in accordance with the wishes of the county AGM. Where a county is represented by less than six delegates, or by a proxy, it will still exercise six votes. On all other issues the head of the county delegation will cast the county and Specialized Divisions vote which will count for six votes unless a wish to split the votes is desired and indicated by the delegation.

(c) Proxy

Each county and Specialized Divisions delegation unable to attend a meeting of the AGM may vote by proxy given to another member county of the AGM in writing in the prescribed format. No member may accept more than one proxy.

(d) Resolutions

Resolutions shall be taken by a simple majority of the members present or represented and voting in the event of a tie, the motion is defeated.



Article 5.1.5 Rules of Procedure

The A.G.M. shall adopt its own rules of procedure.

Article 6

NATIONAL SCOUT COUNCIL

6.1 Establishment

The National Scout Council is “the policy-making body, providing the strategic direction of the NSO, and which is approved by the General Assembly.

6.2 Composition

The National Scout Council shall be composed of:

- a) A citizen of high integrity as President elected from amongst the Council Members at the Council’s first meeting.
- b) Three Vice Presidents elected from amongst Council members at the Council’s first sitting.
- c) The Chief Commissioner as Ex-officio.
- d) A National Treasurer appointed by the National Scout Council
- e) A Legal Advisor nominated by the Council from among legal practitioners willing to volunteer services to the Association.
- f) Not less than seven (7) and not more than nine (9) elected members, two of whom shall be youth between 18 and 25 years old, including females. None of these people shall hold concurrently another Scout position at national level. However, the Board shall have the power to coopt additional members as it deems fit with gender balance.

6.3 Term of Office:

The term of office of members of the National Scout Council shall be three years with all the members eligible for re-election.

6.4 Functions

The National Scout Council roles and responsibilities include:

- a. To act on behalf of the General Assembly/Council between its meetings; to give effect to its decisions, recommendations and policies; and to represent it at national events.
- b. To advise and assist subsidiary structures in carrying out the purpose, principles and method of Scouting.
- c. To prepare the agenda and procedure of the meetings of the Council, giving consideration to suggestions from Division Scout Councils.
- d. To provide oversight to the Management Team.
- e. To approve the annual budget and financial statements of the Management Team.
- f. To raise funds for the association.

- h. To appoint the Chief Commissioner
- i. To appoint the National Treasurer.
- j. To appoint Chairpersons of sub-Boards and working groups.
- k. To secure compliance with the Constitution of the association by all organs.
- l. To ensure that risks facing the association of whatever nature are assessed and appropriate control measures put in place.
- m. To call for an extraordinary meeting of the Council where required, in accordance with the Constitution.
- n. To consider plans and strategies for the association and make appropriate proposals to the Council.
- o. To approve the purchase/lease of real estate for use or occupation by the Association and ensure that the title is registered in the name of the Association according to legal requirements.
- p. To receive yearly audited reports from the National Executive Committee
- q. To approve the creation and supervise the management of all legal bodies created on behalf of the Association.
- r. To ensure the Association meets its obligations as a Member Organization of WOSM including the requirements of the WOSM Constitution
- s. To maintaining relationships with other members of WOSM and national authorities.
- t. To make provisions to ensure that Scouting names, logos and brand are legally protected under copyright or trade laws including the WOSM licensing terms of the World Scout Brand
- u. To exercise other functions resulting from the Constitution.

6.5. QUALIFICATION OF NATIONAL SCOUT COUNCIL MEMBERS.

The National Scout Council is the policy organ of the association. Its members shall consider the interests of the Association as a whole and shall neither consider themselves, nor be considered, as representing any particular Division/ Scout Council. This means that the candidates for the National Scout Council must:

- a. Be registered as a member of the Association through county scout council / division.
- b. Have a strong commitment to Scouting, coupled with understanding of, and exposure to World Scouting.
- c. Be sensitive to, and experienced in intercultural relations.
- d. Be in good health and in condition to travel.
- e. Be available to travel to the Council meetings at four times a year.
- f. Have or secure the means to travel to national Scout events or to any other country where his/her specific functions would require his/her presence.
- g. Accept a fairly extensive commitment of time, and be able to react regularly to papers, reports and correspondence.
- h. Be able to communicate in English.
- i. Understand and accept the Mission & Vision Statements; be capable and willing to address with creativity and determination challenges facing the Association; be able to motivate and inspire fellow Council members and other Scout leaders to constructive and positive action in carrying out the Mission.
- j. Be motivated to act with other Council members to serve, in a personal non-partisan capacity, the sole interests of Scouting in the fulfillment of its Mission & Vision and not for reasons of personal ambition or prestige Possess independent judgment.

- k. Be sensitive to, and respect, the concerns and opinions of others
- l. Be resolute and non-partisan in making decisions, and tolerant in carrying them out; have the courage to recommend what is right, even if that choice may not be popular.
- m. Be reliable in meeting responsibilities and deadlines.
- n. Be ready to work with team spirit to build within the Council conditions promoting unity and harmony among its members.
- o. Have a high consciousness of the ethical and professional responsibilities that membership on the Council implies towards the Association and beyond it.
- p. Be inspired at all times in their decisions and actions by the values and principles of WOSM

6.6 Meetings The National Scout Council shall meet at least once every three (3) months, giving fourteen (14) days' notice and the agenda.

(b) Extraordinary Meetings:

Extraordinary meetings may be called by the President of the Council or at the written and signed request of the Chief Commissioner or at the written and signed request of not less than one third of the members of the National Scout Council, giving seven (7) days' notice and specifying the nature of business to be transacted.

(c) Quorum

The quorum for an ordinary meeting shall be two third majorities of the members. The same shall apply for extraordinary meetings.

(d) Voting

Each member of the National Scout Council shall have one vote.

(e) Decisions

Decisions shall be taken by consensus or a simple majority of the members present and voting in the event of a tie, the motion is defeated.

6.6 Vacancies

The National Scout Council may fill any vacancy occurring amongst the elected Members during the year.

Article 7 NATIONAL EXECUTIVE COMMITTEE

7.1 Establishment

There shall be national Executive Committee, as the Management organ of the Association hereinafter called National Executive Committee.

7.2 Composition

7.2.1 The National Executive committee shall be composed of:

- a) The Chief Commissioner, a citizen of high integrity, elected/appointed by the National Scout Council, who is the chairperson of the National Executive Committee.
- b) The Deputy Chief Commissioner appointed by the Chief Commissioner.
- c) Deputy National Treasurer to be appointed by the Chief Commissioner in consultation with the National Scout Council.
- d) National Executive Commissioner appointed by the Chief Commissioner.
- e) Other Commissioners, not exceeding twenty one (21) appointed by the Chief commissioner to serve, taking into consideration gender balance.
- f) All members of the National Executive Committee should be aged not more than fifty (50) years old at the time of their first election or appointment.

7.2.2 The Commissioners on the National Executive Committee are chosen and appointed by the Chief Commissioner and report to him/her.

7.2.3 At the end of the term only the position of the Chief Commissioner shall be for election/appointment by National Scout Council.

7.2.4 All appointments at national level shall be endorsed by the National Scout Council to remain valid.

7.2.5 The National Executive Commissioner is a Commissioner. When he/she is salaried, he/she is recruited according to the labor laws of Liberia and serves a term consistent with the content of his/her contract. As a member of the National Executive Committee. He/she is the Secretary and as some ex-officio has no vote.

All Commissioners on the NEC maybe entitle to stipend to enhance their respective responsibility.

7.3 Term of Office

The term of office of the Chief Commissioner shall be three years, renewable for not more than one further consecutive term. The Assistant Chief Commissioner can be re-appointed without term limit.

7.4 Functions

The National Executive Committee is the implementation agent and managing the day today affairs of the association. It shall fulfill the following functions:

- a) To act on behalf of the National Scout Council and implement their decisions, orientations, recommendations and to represent them at national and international levels when given the mandate.
- b) To implement the Scout Movement throughout Liberia,
- d) To prepare and submit an annual census return and a copy of the Annual Report to the National Scout Council.

- e) To help the National Scout Council maintain relationships with other recognized members of the world Organization of the Scout Movement, as well as national, civic and other authorities, religious and educational bodies.
- f) To deal with any other matter as directed by the National Scout Council and the AGM.

7.5 Meetings

- a) The Executive Committee shall meet at least once a month on a fixed schedule known to the National Scout Council.
- b) Decisions. Decisions are made by consensus, under the leadership of the Chief Commissioner to that effect.

7.6 Vacancies

Any vacancy shall be filled by the Chief Commissioner and approved by the National Scout Council, except the National Treasurer's position, which is the responsibility of the National Scout Council or AGM.

Article 8 THE REGISTERED TRUSTEES OF THE LIBERIA SCOUT ASSOCIATION

8.1 Appointment

The AGM shall appoint three (3) Trustees who shall apply for registration as a corporate body whose name shall be **The Board of Trustees of the Liberia Scout Association.**

8.2 Term, Resignation and Removal

The Trustees shall:

- a) Perform their duties in accordance with the National law governing trusteeship.
- b) Hold and manage all the movable and immovable properties of the Association,
- c) Execute and affix the common seal of the corporate body to property documents of the Association in the presence of any two Trustees who will attest and affix their signature.

Article 9 THE AUDIT COMMITTEE

9.1 Establishment and Composition

The Audit Commission shall be established by the National Scout Council and shall consist of three (3) members to serve a term of 3 years' renewable on the basis performance. Members of the Audit Commission shall not hold any other Scout office at the national level.

9.2 Function

The Audit Commission shall carry out financial and value for money audits of the Association and report to the National Scout Council in the first instance. Report of the audit Commission shall be tabled at council meetings together with the Council's reaction to them. The existence of the Audit commission shall not prevent the Association from appointing independent external auditors.

Article 10

THE SECRETARIAT

10.1 Establishment

The headquarters of the Association shall be in Monrovia, as the National Scout Council may determine.

10.2 Composition

The secretariat shall consist of a National Executive Commissioner, appointed by and reporting to the Chief Commissioner, and such other staff as the National Scout Council may determine at the Chief Commissioner's request. All staff shall be appointed on three-year renewable contracts and can be removed for cause.

10.3 Duties of the National Executive Commissioner The duties of the national Executive Commissioner are:

- a) To direct and supervise the work of the Secretariat;
- b) To play the role of the Secretary of the National Executive Committee;
- c) To take minutes of its meetings, prepare and submit reports as request by the Chief Commissioner;
- d) To exercise such other functions as may be directed by the Chief Commissioner.

10.4 Functions of the National Secretariat

The Secretariat shall:

Assist the Executive Committee and its sub committees in the fulfillment of their functions and make preparations for all their meetings,

- a) Provide the necessary services for the implementation of decisions,
- b) Provide the services necessary for the promotion of the Movement, such as research and documentation, training, program, public relations, publications and publicity,

- c) Supervise the organization of and participation in international, national and regional Scout events, and
- d) Maintain the registry of members and census returns.

Article 11 LEADERSHIP OF THE ASSOCIATION

11.1 The Chief Patron

The Chief Patron of the Association shall be the President of the Republic of Liberia.

11.2 Functions of the Chief Patron

The Functions of the Chief Patron are:

- a) To encourage and foster Scouting in Liberia,
- b) To officiate at important national and international functions held in Liberia,
- c) To commission the Chief Scout, President and Vice-President of the National Scout council.

11.3 Patrons

The Association shall also identify an array of eminent Liberia in government and the private sector to serve as Patrons who shall serve as liaison to foster Scouting in Liberia.

11.4 The Chief Scout

The Chief Patron shall commission the Chief Scout on the recommendations of the National Scout Council from amongst Scouters who will have rendered distinguished service to the National Scout Council and the national scout community. The warrant of appointment shall be valid for three years renewable for not more than one consecutive term.

11.5 Functions of Chief Scout

The Chief Scout shall:

- a) Foster Scouting in Liberia generally and watch over the interests of the Scout Movement throughout the country,
- b) Keep the Chief Patron informed of the development within the Association and the Scout Movement,
- c) Chair meeting of the association's committee in case of disputes between the officers of the council referred to in 14.3.

11.6 President

The National Scout Council shall elect its President from amongst members of the Council who shall be the National President of the Liberia Scout Association. He/She shall serve for a period of three years, renewable for not more than one consecutive term.

11.7 Functions of the President

The President shall:

- a) Preside over the meetings of the AGM and the National Scout Council;
- b) Foster the effective operation of the National Scout Council;
- c) To perform other duties by the National Scout Council

11.8 Vice – Presidents. The National Scout Council shall elect two Vice-Presidents to serve a period of three years, renewable for not more than one term. The Vice President for administration shall deputize the president and perform the functions in the absence of the president.

11.9 The Chief Commissioner

The National Scout Council shall elect/appoint the Chief Commissioner from among Scouters of outstanding service after being duly nominated by a CSC in good standing. He/She shall serve for a period of three years, renewable once.

Eligibility criteria for the position of Chief Commissioner are the same as for members of the Council.

11.10 To lead, supervise and coordinate the operational aspects of Liberia Scout Association (LSA) on a National basis through the National Executive Committee(NEC) Members and Regional Commissioner (RC) in accordance with the rules as described in the Constitution and Policies of LSA, as shall be revised from time to time. To manage and resolve difference between the portfolio holders on the National Executive Committee:

- a. Represent the Liberia Scout Association Nationally:
 - i. Representing LSA in public statements or commentary.
 - ii. Engage with national bodies and entities for the furtherance of LSA's aims.
 - iii. Promote the prominence, status and visibility of LSA in the Country.
 - iv. Reviewing and recommending the acceptance, continuation, suspension or cancellation of partnership agreements with Groups to the National Council.
- b. Coordinate and manage the implementation of Scouting in the Country:
 - i. Coordinating and managing the NEC Members and RCs with regular reporting to the Board.
 - ii. Holding of regular National Executive Committee Meetings (either face-to-face or electronically) to maintain communication with the NEC Team Members.
 - iii. Monitor the progress and welfare of all LSA Members in the Country.
 - iv. Interpret and apply LSA Policies, as related to conduct and involvement of all members in the Country.
 - v. Identify, mentor, develop and appoint Leaders to develop and grow in
 - vi. Strategic planning with the NEC
 - vii. Instituting and carrying out disciplinary procedures and managing appeals for LSA Members.

c. Ensure a high standard of training is maintained in the National Scout Association (NSA):

- i. Monitoring, through the office of the National Adult Resource & Development Commissioner, the implementation of the Adult in Scouting Program
- ii. Monitoring, through the office of the National Youth Program Commissioner, the implementation of the (Scouts) youth Program.
- iii. Monitoring, through the office of National Director, the implementation of the Cub Scout Program.
- iv. Monitoring, through the office of the National Director the implementation of the Rover Program.
- v. Monitoring through the office of the National Director, the implementation of the Alumni Scout Program
- vi. Monitoring and assessing projects/tasks/duties as delegated/assigned to NEC by the Board.

d. Monitor the recruitment, appointment and evaluation of Adult Members:

- i. Monitoring the development of Adult Leader Training capacity, resources and processes.
- ii. Approval of the appointment of Adult Leaders.
- iii. Appointment of the International Committee.
- iv. Suspending any Adult or Youth Member in contravention of the Member Code of Conduct.
- v. Recommending the appointment of Adults to the National and Regional Support Teams.
- vi. Reviewing the performance of the NEC Members and RCs on an annual basis and mentoring as required.

e. Perform a support, supervisory and leadership role:

- i. Monitor and assess projects/tasks/duties as delegated/assigned to NEC Members.
- ii. Provide guidance and advice to NEC Members and assess progress achieved.
- iii. Ensure individual skills development and performance assessment takes place.
- iv. Attend Regional events (workshops, competitions, etc.) as reasonably possible.
- v. Control and manage the effective working of Regions.

- vi. Monitor the organization of suitable National events for the various Branches.
 - vii. Manage disciplinary processes, and mediate and arbitrate on matters where agreement cannot be reached.
 - viii. Being responsible for the performance of the National Executive Committee.
- f. Perform an Individual Performance Review with the NEC Members.
- g. Perform / implement any project / task / assignment, as required by the Board.

11.11 Deputy Chief Commissioner

The Chief Commissioner shall appoint a Deputy Chief Commissioner with the approval of the National Scout Council. He/she shall fulfill functions spelt out in their appointments and as may be delegated by the Chief Commissioner from time to time.

12.1 Treasurer

The National Scout Council shall elect/appoint a National Treasurer of the Association to serve for a period of three years, renewable once. Function of the treasurer shall be spelt out in the financial policies of the Association.

Article 12. Regional Scout Council

12.1 Regional Commissioner

The Scout Movement in Liberia shall be organized into a number of Regional Scout Councils, each with a Local Board Chairperson and Vice Chairperson and, Regional Commissioner and Regional Executive Commissioner in accordance with the By-Laws and constitution of the Association. If in any area of the country it is found not possible or convenient to form a Regional Scout Council, the National Executive Committee shall make provision, as the National Scout Council Consider necessary, for the well-being of Scouting in such areas. More than one Regional Scout Council may exist within the same government administrative Region if deemed necessary by the National Executive Committee and approved by the National Scout Council. The area of responsibility of each Regional Scout Council shall be well demarcated such that no area is covered by more than three County Scout Councils.

12.2 County Scout council and County Leaders

The Scout Movement in Liberia shall be organized into a number of County Scout Councils, each with a Board and Executive Committee in accordance with the By-Laws Constitution of the LSA. If in any area of the country it is found not possible or convenient to form a County Scout Council, the regional Scout Council shall make provision, as the National Executive Committee Consider necessary, for the well-being of Scouting in such areas. More than one County Scout Council may exist within the same government administrative County if deemed necessary by the Regional Scout council and approved by the National Executive Committee. The area of responsibility of

each County Scout Council shall be well demarcated such that no area is covered by more than seven (7) District Scout Councils.

12.2.1 Each CSC shall have the right to own properties, its own bank accounts and solicit funding for its programs in line with the LSA Finance, Fundraising & Administration Policy,

12.2.2 The County Scout Council shall elect its Commissioner and Deputy and shall have the right to fill vacancies when they exist, but a notice must be sent to the NEC about said vacancy(ies) including the cause, upon approval the CSC shall fill the vacancy through voting coordinated by the Regional Team. At no time shall the Chief Commissioner have the power to appoint any official of a CSC.

12.3 District Scout Council and District Leaders

The Scout Movement in Liberia shall be organized into a number of District Scout Councils, each with a District Committee and District Executive Committee in accordance with the By-Laws and Constitution of the Association. If in any area of the country it is found not possible or convenient to form a District Scout Council, the County Scout Council shall make provision, as the National Executive Committee Consider necessary, for the well-being of Scouting in such areas. More than one District Scout Council may exist within the same government administrative district if deemed necessary by the County Scout Council and approved by the National Executive Committee. The area of responsibility of each District Scout Council shall be well demarcated such that no area is covered by more than three District Scout Councils.

12.4 Group Scout Committees and Group Leaders

The Scout Movement in Liberia shall be organized into a number of Group Scout Committees, each with a Chairperson, Vice Chairperson, Group Executive and others in accordance with the By-Laws and constitution of the Association. If in any area of the country it is found not possible or convenient to form a Group Scout committee, the District Scout Council shall make provision, as the County Scout Council Consider necessary, for the well-being of Scouting in such areas. More than one Group Scout Committee may exist within the same government administrative District if deemed necessary by the County Scout Council and approved by the National Executive Committee. The area of responsibility of each Group Scout Committee shall be well demarcated such that no district is covered by more than three Group Scout Committees.

12.5 Unit Committee and Unit Leaders

The Scout Movement in Liberia shall be organized into a number of units Scout Committee, each with a Chairperson, Vice Chairperson, unit Executive and others in accordance with the By-Laws and Constitution of the Association. If in any area of the country it is found not possible or convenient to form a Unit Scout committee, the Group Scout Committee shall make provision, as the Group Scout Committee Consider necessary, for the well-being of Scouting in such areas. More than one Unit Committee may exist within the same government administrative District if deemed necessary by the County Scout Council and approved by the National Executive Committee. A Chartered Organization may have up to three units (Cub Scout Pack, Boy Scout Troop and Girl Scout Troop) if it deems necessary.

12.6 Mutual Agreement

All leadership positions at all levels, except that of the Chief Patron, shall be governed by mutual agreements between the individual adult leader and the National Executive Committee (NEC) of the Association in accordance with World Adult in Scouting Policy for the time being in force.

Article 13

FINANCES

13.1 Financial Year

The Financial year of the Association shall run from 4th May Through 30th April the following year.

13.2 Income

The Association shall derive its income from charter and membership fees, programs, donations, grants, Legacies, Trading and any other operations compatible with the principles of Scouting and the laws of Liberia.

13.3 Property

The Association may acquire and dispose of property in accordance with this Constitution and the laws of Liberia.

13.4 Budgets

The National Treasurer shall prepare a budget for each financial year, in consultation with the National Executive Committee and present it to the National Scout Council for endorsement and submit same to the National AGM for approval.

13.5 Bank Account

The Association shall maintain bank account(s) in reputable banking institution(s) as may be determined by the National Scout Council. All funds shall be deposited in said accounts in the name of the association. Payment from these accounts shall always require two signatures from a list of four signatories designated by the National Scout Council. The President shall be a principal signatory. The Association shall maintain “petit cash” that shall be determined by the National Scout Council.

13.6 Audited Accounts

Accounts showing income and expenditure statements and balance sheet shall be prepared annually not later than three months after the end of the financial year and shall be presented together with the Auditors’ report to the National Scout Council.

Article 14

14.1 Amendments to the Constitutions

This Constitution may be amended by the AGM after every five years by two thirds of those present or represented and voting are in favor of the amendments. The text of the proposed amendments

shall be communicated to the Secretariat at least sixty days before the meeting date and the secretariat shall send all the proposed amendments to all the districts at least thirty days before the meeting.

14.2 Interpretation

Any dispute regarding the interpretation of the provisions of this constitution shall be referred to an independent Constitutional Committee appointed by the Chief Scout. Its decision shall be final.

14.3 Arbitration

In case of any dispute between officers of the Executive Committee and the National Scout Council the matter shall be referred to the Arbitration Committee, which shall be an independent group of three (3) people who shall not hold any Scout office at National Level and shall be chosen by the Chief Scout. After resolving such a matter, the Committee shall be disbanded.

14.4 Dissolution of the Association

The Association shall be dissolved only at National AGM attended by at least 100 members with voting rights. Dissolution Committee shall then be set up to dispose of the assets and liabilities of the defunct Association. A two-thirds majority shall be required for the validity of the decisions.

14.5 Commencement

This Constitution shall be deemed to have come into force whenever a positive response for its acceptance by the World Scout Committee has reached the headquarters in Monrovia.

LSA Constitution Committee Members

<u>Name</u>	<u>Position</u>	<u>County</u>
1. Atty. N.Dickson R. Tambah -----	Chairman	Lofa County
2. Nyema W. Badio -----	Co – Chairman	Maryland County
3. Sullivan T. Dobliah -----	Secretary	River Gee County
4. Siatta G. Lewis -----	Member	Sinoe County
5. David Zangar, Jr. -----	Member	Grand Bassa County

