

## **ELECTION GUIDELINES FOR 2025 ANNUAL GENERAL MEETING (AGM)**

### **1. ELECTORAL COMMITTEE**

The Electoral Committee already approved by the Council will supervise the elections. The members of the Committee are as follows:

1. Mr. Shuaib Abubakar, fnimn – Chairman
2. Mr. Kenny Joda, fnimn – Member
3. Mrs. Farida Bello, fnimn – Member
4. Ms. Patience Sado, mnimn – Secretary
5. Mr. Adebola Lema Esq. – Legal Adviser

### **2. DATE FOR ELECTION**

As the election will be by electronic voting, the Electoral Committee will decide when exactly the electronic voting will commence and when it will close. However, the commencement of voting cannot be earlier than 7 days to the AGM. The Electoral Committee will allow for limited time on the morning of the AGM for those who have not been able to vote prior to that time to still vote electronically before voting is officially closed. The Committee will determine the cut-off time in consultation with the electronic voting technology providers. Results will only be announced at the AGM. The committee will decide in consultation with the technology providers how best to involve agents of the candidates to ensure full transparency of the entire process.

### **3. DATE AND VENUE OF THE AGM**

The AGM will hold on June 21<sup>st</sup>, 2025 at CEEDAPEG Hotels. Ewet Housing Estate, Uyo. AKS.

### **4. CONTESTABLE POSITION**

**Office of the President**

### **5. ELIGIBILITY TO VOTE AND ATTEND THE ANNUAL GENERAL MEETING (AGM)**

#### **a. GENERAL**

Only members of the Institute in the grades of Associate, Full Member, and Fellow who are financial members and have paid their membership subscriptions up to 2024, and therefore, have their names in the membership register as at December 31, 2024, will be eligible to vote and attend the Annual General Meeting .

#### **Governing Council**

**Mr. Idorennya Enang, fnimn**  
President and Chairman of Council

**Mrs. Bolajoko Bayo-Ajayi, fnimn**  
1st Vice President

**Mr. Walter Okafor, fnimn**  
2nd Vice President

**Mr. Anthony Agenmonmen, fnimn**  
Immediate Past President

**Mr Ayoola Akomolafe, fnimn** - Member

**Miss Sandra Amachree, mnimn** - Member

**Mrs Adenike Olufade, fnimn** - Member

**Chief Hope Gbagi, fnimn** - Member

**Mr Sylvanus Chidiebere Nwankpa, fnimn** - Member

**Alhaji Ibrahim Yusuf Yakasai, fnimn** - Member

**Mr. Dickson Boniface Usoroh, mnimn**  
Member, Representing  
Federal Ministry of Education

**Mr. Shafiu Yauri**  
Member, Representing  
Federal Ministry of Industry, Trade,  
and Investment

**Ms. Adejoke Ishola,**  
Member, Representing  
Centre for Management Development

**Ms. Patience Sado, mnimn**  
Registrar/Secretary to Council

#### **Corporate Office**

MARKETING HOUSE  
48B Adekunle Fajuyi Way,  
Ikeja GRA,  
Lagos, Nigeria.  
Tel.: 07053968899, 08160321503  
Email: info@nimn.com.ng  
Website: www.nimn.com.ng

Member:



**b. PRESIDENT**

- i. Must have been a member of Council at any time provided he/she has not been removed or under suspension from Council for any reason.
- ii. Must have been a Fellow of the Institute for at least five (5) years.
- iii. Must be a financial member, i.e., has paid annual membership subscription for the last three (3) years (2022, 2023, and 2024) as and when due (defined as 1st January – 31st December of the corresponding year) and has his/her name in the membership register as of 31st December 2024. For the avoidance of doubt, the only permissible evidence of payment is the duly issued receipts from the Secretariat of the Institute. Where no such receipts were issued or have been lost, it shall be sufficient evidence of payment if the name of the person is contained in the bank statement of the Institute for the period. Where a member wants to attest payment with his or her bank statement, the bank statement must be for three (3) months, six (6) weeks prior to the date of payment and six (6) weeks after the date of payment. For this purpose, online printed bank statements are not acceptable. Only statements issued and duly signed by the respective banks will be recognized.
- iv. Must have paid his/her 2025 membership subscription prior to application to contest.
- v. Where the contestant is a current Council member, he/she must have attended at least one of the two (2) Council meetings held in the last 12 months.

**6. NOMINATIONS**

- i. Nominations for the office of the president shall be in the prescribed form approved by the Council. The form shall be completed in two (2) copies. Nomination forms can be collected from the Secretariat of the Institute at **48B, Adekunle Fajuyi Way, Ikeja GRA, Lagos. Nigeria**, or downloaded from the Institute's website, [www.nimn.com.ng](http://www.nimn.com.ng).
- ii. The candidate must be nominated by two (2) members of the Institute. The two (2) members of the Institute must have paid their annual membership subscriptions in the last three years (2022, 2023, and 2024) as and when due (defined as 1st January – 31st December of the corresponding year). They must also have paid their 2025 annual subscription before nominating the candidate.
- iii. The Position of the President, the two (2) people nominating must be Fellows of the Institute of five (5) years standing, one of which must be a current member of Council.
- iv. Any candidate who has ever been indicted by the NIMN disciplinary Tribunal set up by the Council or any other disciplinary tribunal in Nigeria will be disqualified from contesting.
- v. Any candidate who is nominated by a member who has ever been indicted by the NIMN Disciplinary Tribunal set up by the Council or any other tribunal in Nigeria will be disqualified from contesting.

- vi. The two (2) completed nomination forms will be accompanied by a brief profile and statement of purpose (500 words maximum) by the contestant along with his or her recent passport photograph.
- vii. All nomination forms are to be submitted at the Institute's Secretariat. For electronic submission, the Electoral Committee will communicate the email address to the prospective candidates.
- viii. All claims as to payment of subscription as and when due, the status of nominees and their sponsors are to be confirmed in writing by the Registrar by endorsement on the forms.

## **7. VERIFICATION**

The Electoral Committee shall carry out a verification of all nominations. It shall decide if the physical presence of the nominees is required as part of the verification process. The Electoral Committee will screen and confirm nominees who have fully met the stated requirements and have their names published as candidates for the election. The Electoral Committee is not authorized to vary the guidelines as approved by the Council.

## **8. SINGLE CANDIDATE**

- i. Where there is no qualified candidate at the close of nominations, the nomination period for that position shall be extended by the Electoral Committee.
- ii. If at the close of the period for submission of nomination forms, there is only a single candidate and provided that the candidate after screening met all the requirements to contest for the position, the candidate shall be returned unopposed if he or she scores at least 51% of the total votes cast for that position.
- iii. Where there are no oppositions to the vacant position to be contested for, the Electoral Committee shall recommend to the Governing Council of the Institute in writing and request an approval to allow the Electoral Committee the option of conducting the election via affirmation at the AGM. The Council shall approve as may be appropriate to give effect to further actions in the Electoral Guidelines and by the Electoral Committee.
- iv. Where the single candidate does not score up to at least 51%, the position shall remain vacant and fresh nominations shall be called, and a new election process will be called and held.

## **9. ELECTION TIME-TABLE**

The Electoral Committee shall publish the approved electoral guidelines along with the election timetable not later than 45 calendar days or earlier than 60 calendar days to the date of the Election.

## **10. REGISTER OF ELIGIBLE VOTERS**

The Institute's register of financial members who have fully paid their annual membership subscription as of December 31, 2024, shall serve as the register of eligible voters. This register will be available on the Institute's website at least 30 calendar days to the election. The official physical copy to be used for the election will be the signed and authenticated by the Registrar.

## **11. METHOD OF VOTING**

Voting will be by secret ballot, using the electronic voting system. Eligible voters (as defined under clause 5(a)) will be issued log-in credentials (username and password) through their valid email addresses and phone numbers registered with the Institute, which they shall use to access the electronic voting portal and cast their votes for their preferred candidates.

- i. In the case of a single candidacy, the Electoral Committee shall consider the **option** upon approval by the Council to allow voting affirmation at the AGM
- ii. The candidate with 51% and above of the total vote counts or the highest number of votes cast will be returned as the winner.
- iii. In the case of a tie, a simple lot will be drawn to determine the winner.
- iv. Candidates will be allowed to nominate their agents who will monitor the electronic voting in a manner specified by the Electoral Committee.
- v. The election results will be announced by the Chairman of the Electoral Committee at the venue of the Annual General Meeting (AGM).

## **12. CAMPAIGNS**

- i. The Electoral Committee shall determine when campaigns can start and when campaigns will stop. All campaigns are to be ethical, and issue based. Attacks on the character of individuals are not allowed and will be sanctioned by the Electoral Committee.
- ii. Financial inducement in any form is prohibited. This includes the prohibition of candidates from paying the subscription for members, arranging transportation or hotel accommodation. No contestant is permitted to directly or through proxies engage in any form of inducement of members of the Institute to vote for them. Violations could lead to disqualifications if recommended by the Electoral Committee to the Council.
- iii. Debates will be part of the electoral process and it is mandatory for all contestants to participate. Any contestant who refuses to take part in the debate without a valid reason acceptable to the Electoral Committee and approved by Council will be disqualified.