



GENERAL CAMPAIGN AND ELECTION GUIDELINES FOR THE 56th ANNUAL GENERAL MEETING

Contestants for all elective positions will share their respective manifestos in their campaigns expected to be held from **Tuesday, April 15 to Wednesday, April 30, 2025**. Contestants can also share their manifestos, solicit votes, and answer questions via a **Virtual Election Debate** scheduled to be held from **Tuesday, April 29 to Wednesday, April 30, 2025**. **All campaign activities end on Wednesday, April 30, 2025, at 4.00 pm and e-voting commences on Wednesday, April 30, 2025, at 6.00p.m prompt.**

1. ELIGIBILITY REQUIREMENTS

- Section 3 (2) of the Official Gazette (Act No. 58 of 1992) (now Act Cap I15 LFN 2004) of the Chartered Institute of Personnel Management of Nigeria, (CIPM) states in part: “The Council shall consist of the following members, being financial members in the grades of Associate, Member, and Fellow of the Institute, nominated or elected as follows...” From the foregoing, only financial members in the grades stated can nominate persons for election, vote, and be voted for.
- **The Contestants and Sponsors** shall be financially up to date in the payment of the 2025 Membership Subscription and any outstanding membership dues.
- Contestants must be in good standing and abide by the code of conduct and professional ethics of the Institute.
- Contestants must have a valid **Human Resource Practitioners’ Licence (HRPL)**
- Contestants must be active and financially up-to-date at the State Branch level
- Contestants must NOT be members of the Executive Council at the Branch, National, Regional, and Global level in a Business Membership Organisation (BMOs) or Membership Business Organisation (MBOs). Contestants shall complete the Declaration form to validate their claim. This requirement is crucial to promote commitment to the business of the institute and to avoid conflict of interest.
- Contestants must have updated his/her profile via the Membership portal (Profile, Educational, and Professional Qualification, Work Experience, career achievements, upload of professional headshot photograph) etc during the year of the election.



- Contestants seeking election for the Elective Positions (President, Vice President, National Treasurer, and the 5 Elected Council Members) must seek election or re-election annually. The main body of the Act supersedes any contrary provision in the Schedule of the Charter; hence all elected members of the Council must seek election or re-election annually.

2. CAMPAIGN REGULATIONS

Intending and/or qualified contestants are not allowed to commence campaigns before it is declared open by the Electoral Guidelines and timelines. **Contestants shall not take advantage of any CIPM organised activities to announce their intention to contest the election (both at the National and Branch Levels) such as seminars/workshops/or cooperative meetings that may coincidentally fall within the days, weeks, or months before campaigns are officially declared.**

In addition, all campaigns must end as scheduled in the 2025 AGM Activity Highlights and timelines. Campaigns are not allowed while the voting process is ongoing.

3. CAMPAIGN TACTICS

Profiles and manifestos of contestants will be uploaded to the Institute's website and sent to members via email. Contestants will also be able to interact with members through various platforms that the Institute shall promote and support during the campaign period. Campaigns shall however be devoid of unethical practices and tactics, and bear in mind Personal Private Data Protection laws to avoid the risk of litigation.

Unethical Campaign Tactics: include but are not limited to

1. Sending text messages, emails, and other campaign materials to members by contestants or other individuals on behalf of contestants after campaigns have closed. Except through a disclaimer such a post, is an indictment on the contestant.
2. Communicating defamatory messages or posts against other contestants via any platform (text, social media messages, orally, etc.)
3. Working in groups or alliances to discredit other contestants.



4. Offering any form of financial inducement in exchange for votes
5. Unprofessional manners and tone of campaigns on any platform.

Acceptable Platforms for Campaign

1. Contestants' social media pages
2. E-flyers
3. Campaigns and talk shops during Branch and Chapter meetings
4. Personal outreach to own networks
5. Text messages and emails

The Institute shall provide campaign avenues via the following platforms:

1. Webinar sessions (virtual debates) to share your manifesto with members
2. Use of short videos provided by contestants on CIPM social media platforms.
Videos received from contestants during the campaign period will be posted on our social media platforms.

4. SANCTIONS FOR INFRACTIONS AND VIOLATIONS

The Electoral Committee, after due investigations into all established breaches of campaign regulations and tactics by any contestant, shall submit its report and recommendations to the Leadership/Governing Council for consideration and approval.



APPENDIX 1

ELECTION GUIDELINES FOR THE 56th ANNUAL GENERAL MEETING

1. NOMINATION AND ELECTION OF OFFICERS

The Institute's Charter, First Schedule Section 1 (6) states that:

“Elections to the Council shall be held in such manner as may be prescribed by rules made by the Council, and until so prescribed they shall be decided by a show of hands”. However, the Governing Council has approved the adoption of a single channel for the nomination process (i.e., Online) at the 163rd Governing Council Meeting held on Thursday, July 18, 2024.

The Governing Council approved the Leadership's recommendations of election guidelines for the 56th AGM and election of officers on Friday, March 28, 2025

The Returning Officer, who shall also be the Chairman, the Electoral Committee, has been appointed by the Council from amongst the Institute's highly reputable Fellows. Other Electoral Committee members, similarly, re/appointed by the Council, are also members of the Institute and the Registrar/Chief Executive is the Secretary.

Electoral Committee Members:

1. Mr. Henry Olufadejin Awodele, FCIPM (Chairman)
2. Fatima Mohammed, MCIPM (Vice Chairman)
3. Dr. Kayode Momodu, MCIPM
4. Oluseun Ademokun, ACIPM
5. Mr. Jide Ologun, Esq, ACIPM
6. Mr. Nasiru Salisu Burji, FCIPM
7. Mr. Nkereuwem Inwang, ACIPM
8. Catherine Kadiri, ACIPM
9. Deaconess Joy Nwanju, MCIPM
10. Mrs. Victoria Odusegun, ACIPM
11. Mr. Leslie George, MCIPM
12. Mrs. Toyin Emeordi, FCIPM
13. Mrs. Bertina Bamgboye, MCIPM
14. Ms. Oluwatoyin Naiwo, FCIPM (Registrar/Chief Executive as the Secretary.)

- i) Elective Offices shall be President, Vice President, National Treasurer, and 5 Elected Council Member positions.
- ii) No member shall be allowed to nominate himself/herself as a candidate for election.



- iii) No member shall be allowed to nominate more than one (1) Candidate.
- iv) Each Nominee shall state clearly which of the Objectives captured in the Institute's 2025 – 2027 Strategic Plan he/she would pursue.
- v) Nominations for any of the offices shall be through the CIPM membership portal from **Thursday, April 3 to Monday, April 14, 2025 @ 4 pm (WAT)**
- vi) The Nominee must accept the nomination request from the sponsor, and the Branch Chairman shall also validate financial status to complete the online nomination process.
- vii) The Electoral Committee shall open the electronic box at **10:00 a.m (WAT) on Tuesday, April 15, 2025. The Electoral Committee will announce nominees who comply with the electoral requirements herein specified** as approved candidates for the positions vied for.
- viii) Contestants in all elective positions will share their respective manifesto during the campaign period, which is expected to hold from **Tuesday, April 15 to Wednesday, April 30, 2025, at 4.00 pm (WAT)**. Contestants will also have the opportunity to solicit votes and answer questions via a **Virtual Election Debate scheduled** to hold from Tuesday, April 29 to Wednesday, April 30, 2025. **All campaign activities end on Wednesday, April 30, 2025, at 4.00 pm (WAT)**.
- ix) E-voting will be enabled on **Wednesday, April 30, 2025, at 6.00 p.m.** prompt and will remain open until **8.00a.m (WAT), Thursday, May 8, 2025**, the day of the AGM

2. ELECTIONS AND DECLARATION OF RESULTS

- i) Elections
 - a. After all other items on the agenda of the Annual General Meeting, and before item "Election of Officers and Council Members", all offices shall automatically become vacant and the Returning Officer shall conduct the elections. The Returning Officer may appoint not more than five other Members of the Electoral Committee at the AGM to assist him in the conduct of the elections.
 - b. The 2025 Election shall be by e-voting. Members are entitled to vote once for each office i.e. President, Vice President, National Treasurer, and 5 Council Member positions.



- ii) Declaration of results
 - a. The Quality Assurance team shall validate the final election results in partnership with the 2025 Electoral Committee after the close of voting on AGM Day.
 - b. The candidate with the highest valid votes for each position shall be deemed to have won the election. In case there is a tie in the vote count for the same position, the Returning Officer shall have a casting vote in addition to his/her vote as a Member
 - c. The Returning officer shall engage all the contestants before the general announcement.
 - d. The votes cast shall be displayed in the presence of all interested members of the Institute
 - e. The Returning Officer shall declare the winners of the elections.

1. THE ELECTORAL COMMITTEE MANDATE

The 2025 Electoral Committee of the CIPM is made up of 13 positions. The Committee reports to the Governing Council. It is charged with overseeing all activities related to the conduct of Annual Elections into the under-listed Governing Council Positions:

- I. President/Chairman of the Governing Council**
- II. Vice President**
- III. National Treasurer**
- IV. Elected Council Member (x5)**

2. COMMITTEE RESPONSIBILITIES

- ❖ Receive details of nominees in each of the offices.
- ❖ Review the eligibility of each nominee against the established criteria for each position.
- ❖ Confirm the final names of candidates eligible for elections.
- ❖ Communicate the list of candidates eligible for each position to the Members of the CIPM (through the Secretary of the Committee/Registrar).
- ❖ Oversee campaigning and voting activities.
- ❖ Provide guidance and address any infractions.
- ❖ Announce election results at the AGM
- ❖ Inaugurate the newly Elected Officials into office, post-AGM.



3. PRE- AND POST-ELECTION GRIEVANCES/COMPLAINTS

The electioneering process shall be conducted under the Election Rules and guidelines as approved by the Governing Council. **ALL** Complaints, questions, and all activities related to Nomination, screening, selection, campaign process, sanction, and disqualification shall be directed to the Electoral Committee **ONLY**.

Only complaints in this manner will be addressed by the Committee and sent to the Governing Council.

Contact Us

For support and various forms of assistance, you may reach our customer service teams via the following channels:

- Telephone
 - a. Helpdesk- 07001237555
- Email:
 - a. Technical issues: ict@cipmnigeria.org
 - b. Membership dues and payment: subscriptions@cipmnigeria.org
 - c. General Enquiries About AGM and Election: election@cipmnigeria.org

Please call or send a WhatsApp message to **09065609134** and **08066413154** for immediate resolution of complaints during the period of voting when unable to get a response from the Institute's first respondent.



APPENDIX 11

Legal Opinion

Interpretation of the Provisions of the Charter Pursuant to the Institute's request, below is our synoptic legal opinion on the Interpretation of the provisions of Section 2 of the CIPM Charter and Section 1(1) of the First Schedule of the Charter.

- 1.1 Section 2 (1) of the Charter provides as follows: "There shall be a President, Vice President and a National Treasurer of the Institute who shall be financial members in the grades of Associate, Member and Fellow of the Institute, to be elected annually at general meetings, and hold the same office for not more than three years continuously."
- 1.2 Section 1 (1) of the First Schedule to the Act provides as follows:
"subject to the provisions of this paragraph, every elected member of the Council shall hold office for a period of one year in the first instance and shall be eligible for re-election for a further term of two years in the same office beginning with the date of his appointment or election"
- 1.3 Section 3(2) of the Charter also provides for the composition of the Governing Council and which consists of elected President, Vice President, National Treasurer, 5 persons elected by the Institute, and others nominated as of right (not elected directly to the Council) such as the immediate past President, a representative of the Ministry of Labour & Employment, Chairmen of Branches, Chairman, Board of Fellows, and Chairmen of Committee of Councils.
- 1.4 Section 2(1) of the Charter is very clear and unambiguous to the effect that the President, Vice President, and National Treasurer must seek election or re-election every year and may hold office for a maximum of 3 years continuously.
- 1.5 However, Section 1 (1) of the First Schedule to the Act provides for what appears to be a conflicting provision when it provides interalia that "every elected member of the Council shall hold office for a period of one year in the first instance, and shall be eligible for re-election for a further term of two years..." This provision suggests that the second election of the elected council members shall be for a 2-year tenure, and that they do not need to stand for election for the 3rd year.
- 1.6 Section 1 (1) of the First Schedule uses the word "every elected member of the Council", and therefore applies to everyone who becomes a member of the Council through election, namely the President, Vice- President, National Treasurer, and the 5 persons elected by the Institute.